

Request for Bid: Fundraising/Development Consultant for Community-Based Organizations Safer Childbirth Cities Initiative Community of Practice

About the Project:

The Association of Maternal & Child Health Programs (AMCHP) is a national resource, partner, and advocate for state public health leaders working to improve the health of women, children, youth, and families. We have a strategic focus to drive down maternal and infant deaths in the United States, with priority areas that include promoting woman-centered, community-driven, respectful, and equitable care, and supporting and defending efforts that restore power to families and communities to thrive. Since January 2020, AMCHP has administered the Community of Practice (COP) for the Safer Childbirth Cities initiative. The Safer Childbirth Cities Initiative was founded by Merck for Mothers and is funded by a large co-funding circle of several philanthropic partners.

With funding from Merck for Mothers, AMCHP convenes the 20 city-based grantees in the initiative in a collaborative group for problem-solving, sharing and seeking experience, identifying synergies, and innovating new strategies in their efforts to create safer and more equitable cities to birth. Through this partnership, AMCHP provides technical assistance and capacity building in high-priority focus areas that were collectively identified with each city-based team. AMCHP recently received supplemental funding to support the sustainment of innovations and best practices of grantees, with the following goals:

1. Define grantee goals for sustainability, including definitions, processes, and time frames, to identify collective targets to increase likelihood of sustaining grantee innovations
2. Harness the existing skills (e.g., storytelling, fundraising, advocacy) of the grantees to provide peer, mentor, and expert coaching for sustainability
3. Administer a mini-grant program that provides targeted, goal-based funding to overcome sustainability obstacles faced by grantees (individually, in groups, or collectively)

From conversations with grantees and specific requests for technical assistance, AMCHP knows that a significant barrier Safer Childbirth Cities grantees face is lack of time or capacity to search for funding opportunities that can support the continuation of their work. AMCHP would like to alleviate this burden through partnership with a fundraising or development expert. Specifically, this external consultant will partner with AMCHP to achieve the following:

1. Provide grantees with a recurring digest or other form of active search, synthesis, and distribution of funding opportunities sourced from federal and state agencies, private funders, nonprofit organizations, and other opportunities to make it easier for grantees to know what funding is available and for which opportunities they are eligible.
2. Provide guidance, advice, and technical support to individual grantees on aligning proposed work with funding opportunities, including responding to specific funding opportunities.
3. Design one or more virtual workshops for the grantees, or a subgroup of grantees, on key components of assuring the financial sustainability of community-based programming.

Estimated Timeline: The expected duration of the contract for the consultant will be from approximately April 15, 2023 through June 15, 2024.

Deliverables: AMCHP is providing the following outline and estimate of effort for the respective activities (though actual implementation may vary):

Activity Description	Time Frame	Estimated Cost (to be completed by consultant)
Schedule and participate in <i>approximately</i> bi-weekly meetings with the project team at AMCHP for the purposes of planning, reviewing, and discussing consultant efforts.	Approx. 1.5 hours per month (21 hours total) April 15, 2023 through June 15, 2024	
Review existing source materials on grantee challenges and interests with regard to financial sustainability of their programs. These source materials will be organized and delivered by AMCHP. Source materials include but are not limited to: <ul style="list-style-type: none"> • Notes from 1:1 capacity assessment interview calls with grantee teams • Recordings or notes from past webinars or trainings on topics in sustainability • AMCHP staff resources and research on sustainability frameworks 	Approx. 10 hours total April to June 2023	
Search, summarize, compile, and send to a listserv of the grantees an overview of recently released funding opportunities or key prospects for funding. The search process may include a state-specific or regional approach to local funders/prospects interested in maternal health to tailor funding opportunities to the existing grantees.	Approx. 5 hours per month (65 hours total) May 2023 through June 2024	
Host, with AMCHP staff, recurring office hours (approximately bi-monthly) to learn grantee challenges fundraising and provide technical assistance and support.	Approx. 1 hour per month (12 hours total) June 2023 through June 2024	
Design one or more virtual workshops for the grantees, or a subgroup of grantees, on key components of assuring the financial sustainability of community-based programming. Virtual workshops are typically 1 hour in length.	Approx. 10 hours of planning per workshop. Effort may range from 10 – 30 hours total.	
Draft summaries of technical assistance provided to, or resources developed for grantees to be included in AMCHP reporting to funder.	Approx. 1 hour per quarter (5 hours total)	

Budget: AMCHP has budgeted up to \$25,000 for a consultant (or team of consultants) to achieve the scope of work described above.

Desired Background: The expert consultant in fundraising and development will be working closely with community-rooted organizations advancing birth justice and racial equity. The ideal consultant will:

- Uphold values of confidentiality and intellectual property in engaging with community-based organizations and learning their expertise and experiences
- Have experience working within or partnering with community-based organizations and within community and local contexts to advance health equity
- Have deep understanding of a range of infrastructure and organizational capacity and operations and its influence on fundraising capacity and ability to access dollars from specific funding sources
- Have knowledge of diverse funding sources and partners, including their strengths and limitations with respect to key values such as trust-based philanthropy, ability to fund and support reproductive justice-powered initiatives, and power dynamics in funding relationships
- Have experience working in or partnering with organizations that serve women, birthing people, and their partners and families during the perinatal period

TO SUBMIT A BID

AMCHP is pleased to receive bids from qualified individuals or teams until **March 31, 2023 at 11:59 pm ET**. To submit a bid, please email the following materials to Andria Cornell at acornell@amchp.org:

1. Cover letter
2. Resume or CV
3. Summary of or product from past experience related to the scope of work
4. A cost estimate to complete the scope of work. Please complete the table from this request for bids and include it in your cost estimate so AMCHP may review a breakdown of the estimated costs. Please also include additional tasks that may be important to successful completion of the scope of work that are not listed in the table.

AMCHP anticipates notifying the selected consultant by April 14, 2023.