Capacity Building Initiative for Family Engagement
Request for Proposals (RFP)

Release date: June 8, 2020

Propel Nonprofits is seeking proposals for a new Capacity Building Initiative (CBI) for Family Engagement. Nonprofits and fiscally sponsored organization led by Black, Indigenous, and People of Color (BIPOC) and serving BIPOC communities through family engagement programming in the Twin Cities’ K-12 education system are invited to apply. This initiative will use a cohort model to build participants’ infrastructure, deepen their work, and increase their power and that of the families they work with.

The intent of CBI is to help participants deepen their efforts to engage families and, ultimately, create more culturally responsive, welcoming, and hospitable schools for BIPOC families by strengthening their internal capacity. This program is rooted in the belief that families and communities should be seen and supported as leaders and full partners in the schools, that their partnership and participation in schools is a pathway to systems change, and that they play a critical role in advocating for improved school, district, and state policies and practices.

The CBI for Family Engagement is made possible with funding from and partnership with the McKnight Foundation and The Minneapolis Foundation.

Key Dates

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>RFP announced:</td>
<td>Monday, June 8, 2020</td>
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<tr>
<td>Proposals due:</td>
<td>Friday, July 17, 2020, at 5 pm</td>
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<td>Community RFP informational webinars:</td>
<td>June 17 &amp; June 24, 2020</td>
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<td>Available for technical assistance via phone/email/virtual</td>
<td>June 8 – July 17, 2020</td>
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<td>Follow-up calls with applicants, if needed:</td>
<td>Month of July 2020</td>
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<td>Awards announced:</td>
<td>August 2020</td>
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<td>Grant agreements completed:</td>
<td>September 15, 2020</td>
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<tr>
<td>1st Cohort convening – required:</td>
<td>September 28, 2020</td>
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Key Staff Contact

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GUIDELINES AND APPLICATION

Organization Eligibility Criteria
The primary organization eligibility criteria are:

- Existing nonprofit or fiscally sponsored organizations led by Black, Indigenous, and People of Color (BIPOC) and serving BIPOC communities through family engagement programming
  - Executive director identifies as BIPOC OR 50 percent of voting board members identify as BIPOC
- Paid executive director and at least one staff member dedicated to family engagement programming
- Primary constituents are members of BIPOC communities
- Based in the 7-county Twin Cities metro area

For additional information, or to register for an informational webinar, visit https://www.propelnonprofits.org/capacity-building-initiative-family-engagement/

RFP Review Process
A selection committee will review and select the cohort participants. Committee members will include individuals with experience in education, advocacy, grassroots organizing, evaluation, training, and/or philanthropy in the Twin Cities, and the selection process will be facilitated by Propel Nonprofits staff. In addition to reviewing for eligibility criteria, other priority readiness indicators will include:

- A track record of parent engagement with education systems such as parent advocacy, education and resource navigation
- Family engagement project goals and desired outcomes that they are actively working toward
- A desire to invest in capacity building such as leadership development, infrastructure, technology, or financial management
- Energy and interest in collaborating for systems change and a willingness to share learnings and outcomes, both during and after the cohort engagement
- Annual organizational budget under $2 million

Applying for the Cohort
All proposals must be submitted using the online form by Friday, July 17, 2020, at 5 pm. No late applications will be accepted.
Please complete the following questions in a Word document and attach to your application. Maximum of 5 pages.

1. **Building Organizational Capacity**: The intent of the Capacity Building Initiative (CBI) is to invest meaningful improvement in the organizations’ internal capacity to deepen their role in engaging families. Please describe the following areas as they relate to your organization:

   a. Tell us about your organizational history and vision for your existing family engagement program.
   
   b. What are specific areas your organization needs funding to strengthen the work you are trying to do with families?
   
   c. How would getting funding for the above areas help you accomplish your organization’s mission and vision?

2. **Leadership in BIPOC Communities**: CBI seeks to fuel the impact and effectiveness of nonprofit organizations led by Black, Indigenous, and People of Color (BIPOC) and serving BIPOC communities to build their infrastructure, deepen their work, and increase their power in family engagement programming in the Twin Cities K-12 education system. Please describe the following:

   a. How does your organization’s leadership – board, management and staff – reflect the diversity of the community your organization serves?
   
   b. How does your organization engage stakeholders, including staff, board members, volunteers, parents, and school systems for family engagement?

3. **Family Engagement Programming**: CBI aims to strengthen the ecosystem of nonprofit organizations with existing family engagement programs to create more culturally responsive, welcoming, and hospitable schools for BIPOC families, especially during the COVID-19 pandemic. Share with us:

   a. How is your organization currently engaging and supporting families with schools and educational systems?
   
   b. Share achievements and barriers you’ve seen with your organization’s work in the family engagement program.

4. **Cohort Model Participation**: CBI uses a proven cohort model that combines self-determined capacity building activities with peer learning and relationship building across organizations facing similar challenges. Share with us:

   a. Is your organization interested and able to participate in a two-year cohort learning model for capacity building for family engagement work? If not, what could make it possible for your organization to fully participate?
   
   b. Who in your organization will be able to commit to fully participate and attend the required cohort learning sessions and retreats?