



Consultant for Diversity/Inclusion Initiative Request for Qualifications

Background

[Grounded Solutions Network](#) is a national nonprofit formed by the integration of the [National Community Land Trust Network](#) and [Cornerstone Partnership](#) in 2016. We are an intermediary and membership organization focused on supporting nonprofit and government practitioners, advocates, elected officials, and other housing professionals with the knowledge and support they need to build more inclusive communities. We bring together an extensive network of member practitioners from local communities who have a deep understanding of best practices for the sector. We promote homes that remain affordable for generations and provide the foundation for our communities to be stable and strong, for good.

In order to fully realize the mission and vision of our new organization, we've recognized a need to apply a diversity, equity, and inclusion (DEI) lens to all aspects of our work. Throughout the past year, we've been engaged in a series of discussions and activities with the staff and Board to understand how a DEI lens can foster increased equity, creativity, growth, and innovation throughout our culture, programs, and practices.

Some of our key DEI goals include:

- Promoting an organizational culture that is deeply conscious of the role of race and class
- Fostering a diverse and inclusive work environment
- Ensuring that our work advances racial equity and inclusion in our sector
- Engaging staff and board in a process that fosters knowledge, leadership, and commitment in advancing the organization's DEI efforts

We have since formed an internal DEI committee and are seeking to engage one or more qualified consultants to guide the committee and organization through its next phase of learning and transformation.

Scope of Work

We are seeking one or more qualified consultant(s) to support us in an on-going consulting contract to provide as-needed services for one or more of the activities listed below. We anticipate requiring an average of 10 to 15 hours of consulting per month starting late September 2017 through 2018 year-end. Our current proposed activities include:

1. Assist organization in growing a diverse workforce
 - Evaluate current HR activities and advise on ways to optimize recruiting and hiring diverse talent
 - Advise on legal considerations related to addressing diversity in the hiring process
 - Facilitate process to review and finalize diversity statement supported by staff and board
2. Assist in fostering inclusive organizational culture rooted in critical thinking and consciousness about race & class
 - Provide staff and Board with tools and frameworks to discuss race, privilege, and how individuals, institutions, and systems contribute to racialization with emphasis on role of government and housing policy



- Facilitate process to help organization explore its identity and goals as a racial justice organization
 - Support staff in fostering a diverse and inclusive work environment by ensuring systems and processes that promote equity.
 - Advise and develop plan to support diverse talent retention
3. Support organization in applying racial justice and DEI lens to our programs and services
- Design and facilitate processes to help staff and Board incorporate DEI lens in strategic planning, evaluation, and operations
 - Advise on ways to engage and leverage the board's talents in DEI efforts
 - Assist in exploring how to engage and leverage our membership network to advance DEI for the sector.

Capabilities and Qualifications

- At least 5+ years experience helping nonprofit organizations apply a DEI lens within the organization and its external programs and services
- Proven knowledge of, and successful implementation of, inclusiveness and diversity training sessions.
- Experienced and effective meeting and process facilitation skills
- Knowledge about affordable housing/community development sector and/or the intersection of race and place strongly preferred
- Experience conducting virtual meetings strongly preferred

To apply

Please submit a proposal (no longer than 3 pages) with the following information:

1. Description of consultant/team-name, location, and contact information.
2. Description of consultant/team's credentials and expertise in diversity, equity, and inclusion including highlights of any capabilities and qualifications that align with above.
3. Please identify which of the scope of work activities (#1-#3) you would be most qualified in providing and describe your experience and/or approach delivering similar services.
4. Listing of at least 3 recent references with whom you successfully implemented a DEI approach. Please include contact information and 2-3 sentence description of services.
5. Describe proposed contracted rate per hour or rate (s) for other fee structure

We will evaluate responses as they are received and follow-up with applicants. Please respond by August 23rd.

Submission

Please submit responses to Hong Ly, at hly@groundedsolutions.org. Please contact Hong with any questions about this engagement.