



RISE Partnership Request for Proposals

1. SUMMARY

RISE Partnership seeks a consultant to support the development and implementation of a comprehensive foundation and grant fundraising strategy, including assessment, planning, systems development, and grant execution, aligned with RISE's organizational priorities:

1. Workforce development in partnership with responsible union employers
2. Recruiting new workers, including youth, into the field of long-term care
3. Career pathways for workers in long-term care (homecare aides, nursing aides, and LPNs) and workers in State service

The selected consultant will conduct a landscape review and strategic analysis of grant and foundation funding opportunities, while also supporting the development of internal capacity, systems, and tools necessary to effectively pursue and manage foundation funding.

The engagement will include both strategic planning and hands-on implementation, including prospect research, development of case materials and grant narratives, establishment of grant tracking and management systems, staff training, and support for the preparation and submission of select foundation grant proposals.

The project will assess both what's available and what's practical, and will culminate in a strategic roadmap and operational framework that clarifies:

1. Which opportunities represent stable, low-burden funding vs. highly restricted or administratively intensive dollars
2. How much time, capacity and reporting effort each opportunity typically requires
3. What internal or external resources would be required to pursue funding effectively
4. Clear recommendations for when to build internal grant capacity versus when to outsource or selectively pursue opportunities
5. Where RISE can achieve the most strategic and sustainable return in the pursuit of external funding
6. How RISE can build and sustain long-term foundation fundraising capacity through systems, processes, and staff development

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2. ABOUT RISE PARTNERSHIP

RISE Partnership is a mission-driven organization dedicated to supporting caregivers and public service employees by developing unique, effective, and equitable workplace solutions.

RISE's work focuses on strengthening the long-term care workforce through partnerships with responsible union employers, recruitment of new workers into the field, and development of sustainable career pathways for workers, including homecare aides, nursing aides, and Licensed Practical Nurses (LPNs), as well as workers in State service.

RISE is committed to advancing equity, supporting workforce development, and improving outcomes for both workers and the communities they serve.

3. REQUEST FOR PROPOSAL AND PROJECT TIMELINE

RFP Timeline

RFP Released: June 01, 2026

Questions Due: June 21, 2026, 5:00 PM PST

Proposals Due: July 15, 2026, 5:00 PM PST

Evaluation Period: July 20-24, 2026

Finalist Interviews (if needed): August 3-7, 2026

Selection and Notification: By August 15, 2026

Contract Execution: September 15, 2026

All proposals in response to this RFP must be submitted no later than 5:00 PM PST on July 15, 2026. If additional information or discussions are needed with any bidders during the evaluation period, the bidder(s) will be notified. Upon notification and selection, contract negotiation with the winning bidder will begin immediately.

The project is expected to begin on or around October 1, 2026, and conclude no later than September 30, 2027. The selected consultant should be prepared to begin work upon contract execution.

4. OBJECTIVES AND PROJECT DELIVERABLES

- Landscape Understanding: Map and analyze the types and potential amounts of foundation and grant dollars available in RISE's identified priorities.
- Funder Identification: Research and identify potential foundation funders whose priorities align with RISE's mission and programs.
- Strategic Fit Analysis: Evaluate which funding types are most stable, mission-aligned, and feasible for RISE to pursue given reporting requirements, competitiveness, and funding

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cycles.

- Capacity Assessment: Evaluate RISE’s internal ability to pursue, manage, and sustain grant or foundation funding, including whether dedicated staff or consultant resources would be necessary.
- Foundation Fundraising Capacity Deep-Dive: Conduct a comprehensive assessment of RISE’s current foundation fundraising capacity, systems, and practices, including existing workflows, tools, staffing structure, and any current or prior grant development efforts.
- Content Development: Create or refine compelling case statements and grant narratives that effectively communicate RISE’s impact and programmatic work, for use in future funding proposals and outreach to foundations.
- Systems Development and Implementation: Develop and implement systems for grant tracking, reporting, and relationship management.
- Staff Training and Capacity Building: Provide training and capacity building for RISE staff on foundation research, grant writing, and funder stewardship.
- Proposal Development Support: Support the preparation and submission of one (1) to two (2) foundation grant proposals during the engagement period.
- Reporting and Communication: Provide monthly progress reports and participate in quarterly check-ins with RISE leadership to review progress, address challenges, and align on next steps.
- Actionable Strategy: Develop a three-to-five-year strategy and decision framework to guide when and how RISE pursues grant/foundation funding, ensuring efforts are tied to strategic alignment, return on investment, and effort required.

5. PROJECT SCOPE

Phase 1 (Months 1–3)

- Review existing fundraising materials, grant proposals, funder reports, and foundation relationships;
- Conduct interviews with key staff to understand organizational strengths, challenges, and priorities;
- Assess current systems for grant management, tracking, and reporting;
- Conduct comprehensive prospect research to identify target foundations;
- Develop a multi-year foundation fundraising strategy with specific goals, timelines, and metrics;
- Create or refine organizational case statements and funding priorities documents.

Phase 2 (Months 4–6)

- Assist with the implementation of grant tracking and management systems (provide recommendations for CRM/database solutions if needed);
- Develop templates for letters of inquiry (LOIs), concept papers, and grant proposals;

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- Provide staff training on foundation research, grant writing best practices, and funder relationship management;
- Support the development and submission of one (1) to two (2) grant proposals to targeted foundations;
- Facilitate cultivation meetings or calls with priority foundation prospects (as appropriate);
- Develop stewardship plans for existing and new foundation funders.

Phase 3 (Months 7–9)

- Create an annual foundation fundraising calendar with key deadlines, touchpoints, and milestones;
- Develop internal processes and workflows for ongoing grant management;
- Deliver a final report with recommendations for sustaining and growing foundation fundraising capacity;
- Present final deliverables for review by RISE Partnership and incorporate feedback as needed to ensure alignment with the goals of this engagement.

6. PROPOSAL GUIDELINES

This Request for Proposal represents the requirements for an open and competitive process. All proposals must be signed by an official agent or representative of the bidder.

If the bidder must outsource or contract any work to meet the requirements contained herein, this must be clearly stated in the proposal. Additionally, all costs included in proposals must be all-inclusive to include any outsourced or contracted work. Any proposals that call for outsourcing or contracting work must include the name and description of the organizations or individuals being contracted.

Contract terms and conditions will be negotiated upon selection of the winning bidder for this RFP. All contractual terms and conditions will include the scope of work, budget, schedule, and other necessary items pertaining to the project.

7. EVALUATION CRITERIA

- **Demonstration of understanding of Project Requirements and Approach to Success (25%):**
How well the proposal reflects an understanding of the project requirements and supports a path to success.
- **Capabilities and Proposed Methodology (25%)**
How well the proposal reflects capabilities required to meet the project requirements and the overall quality and feasibility of the proposed approach and methodology.
- **Relevant Experience and Past Performance (25%)**

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The relevance of experience, including demonstrated success in foundation fundraising, and cultural alignment with RISE Partnership's mission and Race, Equity, Diversity, Inclusion (REDI) framework. Strength of references and evidence of past client satisfaction will also be considered.

- **Cost and Value (15%)**
The proposed timeline and price, including overall cost-effectiveness and value proposition.
- **Capacity Building and Knowledge Transfer (10%)**
The extent to which the proposal demonstrates a clear approach to building internal capacity and ensuring effective knowledge transfer to RISE staff.

8. CONSULTANT QUALIFICATIONS

The ideal consultant will possess:

- Minimum 5–7 years of experience in foundation fundraising, preferably with mission-driven organizations;
- Proven track record of securing six-figure and seven-figure foundation grants;
- Demonstrated expertise in prospect research and foundation relations;
- Strong grant writing skills with experience crafting compelling narratives for complex programmatic work;
- Knowledge of healthcare, workforce development, labor, or equity/social justice sectors preferred;
- Experience building fundraising capacity and systems in growing organizations;
- Excellent communication and training skills;
- Ability to work independently and collaboratively with diverse stakeholders;
- Previous experience prioritizing equity principles and commitment to pro-diversity organizational practices.

Proposals should clearly demonstrate how the bidder meets these qualifications.

9. BUDGET

All proposals must include proposed costs to complete the tasks described in the project scope. The total budget for this project should not exceed \$150,000. This budget should include all consultant fees and anticipated expenses.

Consultants should clearly delineate what is included in the proposed fee and what expenses (travel, research databases, software subscriptions, etc.) may be billed separately. Any expenses requiring pre-approval must be identified in the proposal.



10. PROPOSAL SUBMISSION REQUIREMENTS

Please submit the following to be considered. Concise responses are encouraged; exhaustive or lengthy submissions are not required. Proposals should include the following components:

A. Cover Letter

A brief introduction outlining your interest in the project and understanding of RISE's mission and fundraising needs (maximum 2 pages).

B. Qualifications and Experience

- Resume or organizational profile demonstrating relevant experience;
- Description of similar foundation fundraising projects completed, including outcomes achieved;
- Examples of successful grant proposals written (if available, with identifying information redacted as appropriate).

C. Proposed Approach and Work Plan

- Detailed methodology for achieving project objectives;
- Timeline with key milestones and deliverables;
- Description of how you will collaborate with RISE staff and ensure knowledge transfer.

D. Budget

- Budget breakdown including consultant fees, expenses, and any anticipated additional costs;
- Fee structure (hourly rate, project-based fee, or monthly retainer);
- Payment schedule.

E. References

At least three professional references from organizations for which you have provided foundation fundraising services, including contact name, title, organization, phone number, and email address.

11. QUESTIONS AND CLARIFICATIONS

RISE welcomes questions from prospective offerors to support a clear understanding of this RFP. Questions must be submitted in writing via email to greg.wilde@risepartnership.com no later than the deadline identified in Section 3.

All questions received by the deadline will be reviewed and responses will be shared with all prospective bidders.

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12. SUBMISSION

Proposals must be submitted electronically in PDF format to:

Greg Wilde

Contracts and Compliance Manager

greg.wilde@risepartnership.com

Please include the following in the email subject line:

RISE Partnership Fundraising Consultant RFP

RISE reserves the right to accept or reject any or all proposals, to waive irregularities and technicalities, and to request additional information from bidders. RISE also reserves the right to negotiate final terms and conditions with the selected consultant.

13. TERMS AND CONDITIONS

By submitting a proposal, the bidder acknowledges and agrees to the terms and conditions provided in this RFP document and understands that additional terms and conditions may be required if the proposal is accepted.

INDEPENDENT CONTRACTOR; IN GOOD STANDING. Submitter is an independent contractor and not an employee or agent of RISE. Submitter shall have sole control over the manner and means of developing the proposal, provided that the proposal is delivered in accordance with applicable legal and ethical requirements. Submitter warrants that it is in good standing and holds any necessary authorizations and licenses to operate in the State of Oregon, to develop the proposal contemplated hereunder, and if selected, to perform the project.

CONFIDENTIALITY. Submitter agrees to maintain the confidentiality of RISE's confidential information, including the terms of this RFP, and to use such information only in connection with the development and submission of the proposal, and if Submitter's proposal is accepted, in connection with performance of the project.

INTELLECTUAL PROPERTY. Submitter shall retain all right, title, and interest in and to any methodologies, processes, know-how, tools, or other materials developed or owned by Submitter prior to or independently of this RFP and used by Submitter in development and delivery of the proposal contemplated hereunder, and, if Submitter is selected, in performance of the project. Nothing herein shall prohibit Submitter from delivering similar services to other clients, provided that Submitter does not breach its obligations hereunder.

INSURANCE. By submitting a proposal, Submitter warrants that it maintains, and shall continue to maintain throughout the development of the proposal, valid and enforceable business insurance coverage, including commercial general liability insurance written on an occurrence

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basis, with limits of not less than one million dollars (\$1,000,000) per occurrence and an umbrella liability policy providing additional coverage of not less than three million dollars (\$3,000,000).

NON-DISPARAGEMENT. Neither party shall make any public criticisms of the other relating in any way to this RFP or the process by which RISE selects a proposal to proceed with.

GOVERNING LAW; RESOLUTION OF DISPUTES. The laws of Oregon, without regard to its conflict of laws principles, shall apply. In the event Submitter accepts these terms and conditions by submitting a proposal, any dispute or disagreement between the parties relating to the proposal or the RFP process, and which they are unable to resolve between them, shall be submitted for good faith confidential mediation for a period of at least thirty (30) days. The parties agree to participate in good faith in the mediation process. In the event that the parties fail to resolve their dispute or disagreement through mediation, they agree to submit to arbitration under the auspices of JAMS/Endispute. The parties shall share the costs of mediation and/or arbitration equally.