REQUEST FOR PROPOSALS for
Minnesota Housing Partnership
Staff Development Training: Building Skills and Knowledge

Background

Minnesota Housing Partnership (MHP). MHP convenes, guides and mobilizes diverse partners working to improve conditions of home and community, from private developers and tribal leaders to elected officials. Crossing boundaries to forge broad coalitions, we amplify a common vision: Building strong, equitable communities that provide opportunity for everyone, especially those with lower incomes. We provide capacity building and technical assistance in rural areas and Native nations, produce original research, and advocate for policies that advance affordable housing and strengthen communities. You can find out more about us at www.mhponline.org.

Purpose of Staff Development Training

Minnesota Housing Partnership is seeking Requests for Proposals from qualified and experienced consultants to provide training to staff in support of its Equity Strategic Action Plan.

In 2018, with guidance from consultant Lisa Tabor, MHP adopted an Equity Strategic Action Plan (ESAP). MHP’s Equity Strategic Action Plan (ESAP) focuses on improving organizational inclusiveness and equity in the political capital dimension by building institutional trust between MHP and staff, and MHP and communities of color and indigenous populations. MHP’s ESAP includes department-level and enterprise activities to help it achieve its ESAP goals. MHP’s ESAP results will be evaluated at the end of its fiscal year, or September 30, 2020, and updated ESAP’s will then be adopted.

For the staff to be able to effectively execute on the plan and deliver results, MHP is seeking consulting services to build select skills and knowledge.
Description of Staff Training Scope

MHP invites proposals from consultants to provide a series of staff development trainings, of up to two hours each, that addresses one or more of the following:

1. Communicating across cultures
2. Building cross-cultural relationships
3. Culturally-specific intelligence (such as for Native, Somali, Hispanic, Hmong, and Muslim cultures)

It would be beneficial if the training included aspects of the following: Individual, Institutional and Structural Racism, Bias, Micro-aggressions, and Cultural Appropriation.

The training should help identify pre- and post-training opportunities and provide tools that help staff members continue to deepen their understanding of equity and bridge the gap between good intentions and meaningful change, specifically related to achieving their ESAP goals (see Addenda).

Trainings will be scheduled for up to two hours starting at 12:00 pm on the second Thursday of the month, with lunch provided; this is a time reserved for all-staff trainings. Specific date(s) for training(s) should be included in responsive proposals, but occur no later than September 30, 2020.

A staff panel will review the proposals and may request follow up information during the week of January 27.

Please submit a proposal that can be performed for a total budget of no more than $1,500. MHP will entertain proposals that include all or part of the requested training options described above, as well as proposal for all or part of the total budget amount. MHP reserves the right to request combining responsive proposals from qualified consultants to meet identified training objectives.
Deadline to submit proposals:

Please submit your proposal by 4 pm on January 15, 2020 to Tahera Mamdani, Director of Finance and Human Resources, at Tahera.Mamdani@mhponline.org.

Proposals should include your background and experience in providing the requested training(s), dates for proposed training(s), and a description of the training and associated support activities that can be provided within the requested budget of no more than $1,500.

Please direct question to Tahera Mamdani, Director of Finance and Human Resources, at Tahera.Mamdani@mhponline.org.