

**Request for Qualifications and Proposal for Consulting Services
Grants/Foundation Relations Consultant
July 2022**

The [Associated Colleges of the Midwest \(ACM\)](#), a consortium of fourteen national liberal arts colleges, seeks a seasoned grants/foundation relations professional to assist the planning and execution of ACM grant-seeking activities. These activities will include researching potential funders to find alignment with identified strategic priorities, cultivating specific foundations and government agencies, and preparing initial drafts of narrative proposals.

The individual or firm retained to provide these services will coordinate closely with Brian Williams, ACM Vice President for Faculty Development and Grant Programs, who has led ACM's grant seeking and foundation relations activities since 2014.

ACM invites interested parties to submit a Statement of Qualifications and Proposal for Consulting Services that responds to the Questions/Prompts below. Submissions received on or before August 19, 2022 will receive full consideration.

Context and Objectives for Consulting Relationship

The ACM boasts a rich history of collaborative grant-seeking to support strategic faculty development and education enrichment activities. Since its founding in 1958, ACM has secured \$44.2 million in grant support for collaborative programs, with \$12.9 million of that total received during the last 10 years.

ACM seeks to engage a seasoned foundations relations professional whose expertise, network, and innovative approach to grant seeking will enable the ACM to build on and expand this success. ACM is currently launching a new strategic plan which encompasses a variety of initiatives with the potential to attract significant foundation and/or government agency funding. Among the initiatives that have the potential to benefit from external funding support are:

- Programs to develop student leadership skills and offer associated credentials,
- Programs to enhance the ability of residential liberal arts colleges to support student health and wellbeing,
- An Equity in STEM Post-Doc Fellows-in-Residence Program,
- A broad range of diversity and inclusive equity initiatives to enhance teaching, learning, and community on our campuses, and
- Professional development offerings to illuminate and define the role for online learning in the 21st century residential liberal arts college

Working closely with ACM staff, the individual or firm retained will provide important leadership to advance ACM's efforts to support these emerging priorities with foundation and/or government agency funding.

Desired Experience and Qualifications

For individual consultants:

- A minimum of five years' experience leading and/or significantly contributing to a non-profit organization's grant-seeking efforts, preferably with a focus in higher education.
- A demonstrated history of success in identifying potential funders and cultivating and securing six- and seven-figure grant awards for previous employers and/or clients.
- Access to online foundations research platforms to enable the requisite funder research activities.
- An entrepreneurial approach to grant seeking and the ability to work collaboratively with ACM leadership and staff.

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For consulting firms:

- A demonstrated history of success in working with clients to identify opportunities for, cultivate, and secure six- and seven-figure grant awards.
- Access to online foundations research platforms to enable the requisite funder research activities.
- An entrepreneurial approach to grant seeking and the ability to work collaboratively with ACM leadership and staff.

Anticipated Terms and Conditions

ACM anticipates negotiating a professional consulting contract with successful candidates that will incorporate the following terms:

- The professional consulting contract agreed to will encompass a six-month term, renewable upon the mutual agreement of the parties.
- The individual or firm retained will function as an independent contractor in relation to the ACM, compensated on a fee-for-service basis at a rate to be agreed upon through negotiation with the successful bidder.
- The individual or firm retained will work remotely as a general rule, with the option to utilize ACM office space in downtown Chicago on occasion, as is desirable in connection with the work being performed.

Questions/Prompts

Please send responses to the prompts below to the attention of Brian Williams, Vice President for Faculty Development and Grant Programs, at acm@acm.edu.

1. What inspires you and/or your firm about the possibility of working with the ACM to support and enhance its grant-seeking activities and outcomes?
2. Describe your or your firm's experience in either leading a non-profit's grant-seeking activities (or working with a non-profit client) to enhance their grant-seeking strategies, processes, and outcomes.
 - a. What, if any, were the *tangible outcomes* that resulted from your leadership and/or consultation? Please list illustrative grant awards secured as a result of your leadership or consulting services.
 - b. What, if any, were the *intangible outcomes* with respect to the organization's grant-seeking processes and activities that resulted from your leadership and/or consultation?
3. Describe your or your firm's proposed fee structure and any other terms and conditions you hope to arrange through a negotiated contract.
4. Please provide the names and contact information for three professional references, whom ACM will contact in the event your application is moved to a final selection round.

Submission Deadline and Timeline

- Statements of Qualification and Proposals for Consulting Services received on or before August 19, 2022 will receive full consideration.
- ACM will make a final decision among the proposals submitted by September 9, 2022.