



Request for Proposals: Public Policy Consultant

Introduction:

[IEHP Foundation](#) is seeking a qualified public policy consultant/firm to provide expert guidance and support for the Foundation and regional partners, including nonprofits (NPOs) and community-based organizations (CBOs), on the state level. The Foundation aims to provide the region with legislative and policy education and support to advance Vibrant Health across the Inland Empire. The goal is to develop a collective voice to influence public policy and improve the overall health and well-being of the Inland Empire through coordination with nonprofits and community-based organizations.

Project Summary:

This Request for Proposal (RFP) was issued to solicit responses from qualified individuals or firms ("Consultants") to provide state legislative advocacy and consulting services for IEHP Foundation ("Foundation"). The Foundation intends to enter into an agreement with a well-managed, highly qualified Consultant to provide professional services that support the administration of the Foundation's public policy program. The scope of work required generally includes providing legislative information for the region, monitoring legislative updates, advising the Foundation on issues to engage in, setting meetings with legislators and state agencies and preparing and providing content to Foundation partners ahead of meetings.

Organization Background:

IEHP Foundation is a place-based funder created by Inland Empire Health Plan (IEHP) to advance Vibrant Health — going beyond traditional healthcare services and reaching the region's most vulnerable populations, regardless of Medi-Cal membership.

The Inland Empire is a vibrant and rapidly growing region, home to over 4.6 million residents—spanning across San Bernardino and Riverside counties. However, despite its many strengths, the region faces challenges in promoting equitable health outcomes for all residents. Both counties rank below the 50th percentile in the Healthy Places Index (HPI) rankings, which measures health equity across the state.

Despite the high need for resources in the region, federal, state and private funds are not adequately reaching many communities in the Inland Empire. The region receives significantly less per capita funding than the neighboring communities of Los Angeles, Orange and San Diego counties.

IEHP Foundation aims to eliminate the myriad of factors that have led to long-time health disparities in our region to help every person who calls the IE home to live a healthy and more joyful life. The Foundation will reduce the root causes of ill health, increase access to core needs and advance health equity through increasing public policy advocacy, maximizing regional funding and investing directly in local nonprofits and community-based organizations.

In coordination with a team of nonprofit partners, the Foundation will engage in public policy because it plays a significant role in our ability to ensure that Vibrant Health's promise exists for all Inland Empire residents. We plan to engage at local, state and federal levels through education, regional coordination, strategic partnership and direct grantmaking. We are committed to collaboration and approaching our work with humility and fearlessness.

Scope of Work:

Agreement Term of Services: The Foundation anticipates entering into a firm, fixed monthly price professional services agreement (“Agreement”) with the selected Consultant under this RFP. The Agreement period will be for one (1) year, tentatively beginning June 2024 and ending May 2025, where the Foundation will have the option to renew this Agreement for up to one (1), one-year terms.

Reporting Relationship and Coordination with the Foundation: The Foundation CEO and/or their designee will be the key contact and will direct the work of the Consultant. The Consultant will also work closely with other Foundation staff and Board Committees.

Responsibilities & Objectives: The professional services listed below are a general guide of the work expected from the Consultant and is not a complete listing of all services that may be required.

1. Provide legislative information for the region, which includes:
 - Monitoring legislative issues + landscape from Sacramento.
 - Provide legislative updates regarding Vibrant Health issue relevant to the IE.
 - Advise the Foundation and community partners on issues to engage.
2. Regional Coordination: Access + Socialization
 - Set meetings with legislators and state agencies.
 - Prep and provide content to Foundation partners ahead of meetings.
 - Assist with occasional public policy 101 training for nonprofit leaders.
 - Secure speakers for Foundation-hosted events and forums (2-4/annually).
3. Furnish deliverables and work products in a timely, cost-effective manner. Deliverables and work products expected from the Consultant may include but are not limited to:
 - Monthly legislative reports including bill tracking and highlighting developments in the Capitol.
 - Periodic reports of advocacy activity, meeting participation and accomplishments.
 - Analyses of budgets, legislation and regulations of interest to the Foundation.

- Meetings with Foundation and community partners.
- Assist Foundation staff in coordination of annual event in Sacramento “IE Education Day,” where nonprofit and community-based organizations educate policymakers in Sacramento and on critical issues in the Inland Empire.

Qualifications:

The ideal consultant will have the following qualifications:

1. Proven experience in public policy analysis and development, preferably in health care or nonprofit sector.
2. Strong analytical skills and the ability to translate complex data and research into actionable policy recommendations.
3. Excellent communication skills, with the ability to effectively communicate complex ideas to a variety of audiences.
4. Experience working with and representing nonprofit organizations and marginalized communities is strongly preferred.
5. A strong commitment to health equity with a measurable track record of advancing key policy issues that benefit communities like those in the Inland Empire
6. No direct conflict(s) of interest in representing the Foundation’s interests.
7. An active registration at the office of the Secretary of State.
8. Based in or having a presence in Sacramento.

Proposal Submission:

Interested consultants should submit a proposal outlining their qualifications, relevant experience, and approach to the project. Proposals should also include a proposed timeline and budget for the project. Also include an updated CV/resume.

Deadline for Submission: All proposals must be submitted via email to Deanna Hendrick deanna.hendrick@iehpfoundation.org by Friday, May 17, 2024, at 5 p.m. PT.

Evaluation Criteria:

Proposals will be evaluated based on the following criteria:

1. Demonstrated experience and qualifications
2. A measurable track record of advancing key policy issues that benefit communities like those in the Inland Empire.
3. Proposed timeline and budget
4. Alignment with IEHP Foundation's mission and vision

Contact Information:

For more information or to submit a proposal, please contact Deanna Hendrick, deanna.hendrick@iehpfoundation.org

IEHP Foundation reserves the right to accept or reject any or all proposals and to negotiate changes to proposals with the selected consultant. Thank you for your interest in working with IEHP Foundation. We look forward to receiving your proposal.