



Request for Proposals Youth Service Landscape and Policy Support

Overview

America's Service Commissions (ASC) is the national association of the 52 governor-appointed state service commissions. Combined, state service commissions administer 80% of the nation's AmeriCorps State and National funding in addition to promoting national service and volunteering in their respective states. The mission of ASC is to lead and elevate the state service network.

ASC is seeking a provider to support its staff team in assessing the current youth service landscape nationwide, identify opportunities for state service commission program development (i.e., Volunteer Generation Fund (VGF), AmeriCorps, etc.), and identify existing or promising youth service funding opportunities at the state level. This work will support ASC staff in its implementation of a grant provided by the Mott Foundation. Additional project work may be available in 2022.

Service to be Provided

The selected provider will work closely with ASC staff to document the current national service (AmeriCorps, VGF, etc.) investment in youth service programming to better understand potential opportunities for growth as well as perceived barriers.

The provider will also identify state and local resources (federal, state, local, and private) and a recommended strategy to secure such resources for the growth and sustainability of promising youth service programming at the state level.

The provider will present the findings in a report format and present them to ASC staff and also possibly to a larger audience of participating state service commissions.

The provider should have a knowledge and experience working in the field of national service and volunteer engagement, with special consideration for those with experience in youth/young adult engagement. The provider should have experience with landscape mapping, experience with resource development, communication skills including writing reports and presentation skills, and the ability to work independently.

Anticipated Timeline

March 8	Request for Proposals Issued
April 2	Proposals Due
April 16	Provider Selected

May 14 Contract and Work Begin
December 31 Project Work Completed

Criteria for Selection

- Demonstrated experience and knowledge relevant to the project(s).
- Demonstrated experience in providing training and technical assistance.
- Proposal outlines recommended timeline for work and proposed activities.
- Cost-effective proposal.

Proposal Submission

Proposals should be submitted as PDFs via email to rbruns@statecommissions.org.

Proposals must be received no later than Friday, April 2 at 5:00 p.m. ET. Any proposal received after this deadline may be rejected.

Proposals should not exceed 10 double-spaced pages and should include:

- The proposed plan (activities and timeline).
- A cost proposal, not to exceed \$20,000.
- Sufficient information regarding the service provider to enable ASC to make a judgement regarding the service provider's ability to perform the services outlined above.

Service providers are invited to submit written questions and requests for clarifications regarding this Request for Proposals. The questions and requests for clarifications must be in writing and received at the ASC email address noted above before midnight ET on Friday, March 29.

ASC reserves the right to reject any or all proposals, in whole or in part, to advertise for new proposals, to abandon the need for such services, and/or to cancel this Request for Proposals at any time prior to the execution of the written contract.

The costs of preparation and delivery of the proposal are solely the responsibility of the service provider.

By submitting a proposal, the service provider agrees that it will not bring any claim or have any cause of action against ASC based on any misunderstanding concerning the information provided herein or concerning ASC's failure, negligent or otherwise, to provide the bidder with pertinent information as intended by this Informal Competitive Solicitation.

Notice of intent to award the contract will be sent to all service providers submitting a timely proposal. Negotiation and execution of contract(s) with the successful service provider shall be complete, where possible, no later than 30 days prior to services being executed.

For further information contact:

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