

Request for Proposals Network for Public Health Law

1) Executive Summary

[The Network for Public Health Law](#) (Network) works to improve the health of communities across the United States by helping those who grapple with the legal complexities of modern public health. The Network provides research, analysis, strategic consultation and training in the use of law and policy to protect and promote health, and advance health equity. The Network comprises a National Office co-located with our Northern Region in Edina, Minnesota; an Eastern Region Office located at the University of Maryland, Carey School of Law; a Southeastern Region Office located at University of North Carolina, Gillings School of Global Health; a Mid-States Region Office located at the University of Michigan, School of Public Health; and a Western Region Office located at Sandra Day O'Connor College of Law at Arizona State University. We have 28 staff members, 19 of whom are attorneys.

The Network seeks a highly competent, ethical, and experienced consultant to facilitate the development of a strategic equity plan. The plan will include goals and objectives aimed at prioritizing diversity, equity and inclusion in operations and staffing and ensuring equity is at the core of all our work.

2) Objectives and Scope

- Facilitate a strategic planning process focused on equity, diversity and inclusion. Deliver finished equity strategic plan, that will help the Network bring an equity lens to all our work and contain the following action items:
 - (1) Framework for equity that is applied throughout the Network
 - (2) Strategy for implementation with timeline and expected outcomes
 - (3) Strategy for building diversity in the field
 - (4) Strategy for building diverse partnerships

3) Deliverables

- Convene and facilitate a meeting for Network leadership to establish a vision for the equity strategy on which our Health Equity Work Group and broader team can build the equity strategy and value statement.
- Develop a clear definition of diversity, equity, and inclusion that receives broad organizational support, based on evaluation of organization, stakeholders, and external benchmarks.
- Draft strategic equity plan to be shared with Network staff and Diversity, Equity, and Inclusion committee, solicit feedback and produce final document.
- Assist the Network to identify and connect with law schools, schools of public health and other organizations to establish a pipeline for diverse candidates. These relationships



should also allow the Network to introduce the field of public health law to students or new legal professionals.

4) Consultancy Response

Responses should include all items below. Proposals due on March 22, 2021 at 5:00 pm central standard time. Project commences on April 19, 2021. Network will answer questions related to the RFP until March 15, 2021 at 5:00 central standard time. Please submit proposals to Anna Schmalzbauer at aschmalzbauer@networkforphl.org.

- Work plan
- Clearly outline expectations and responsibilities of Network, and necessary time commitment; and materials needed from the Network – time necessary for our staff to commit to the process
- Project Timeline with key milestones: Work to begin April 5, 2021
- Consultation Staffing: how many people would work on the project and who. Please outline the time commitment for each consultant
- Firm/Consultant profile and capabilities
 1. firm/consultant years of experience
 2. areas of expertise
 3. non-profit and for-profit experience
- Professional reference
- Name and emails of two former clients
- Fees and expenses

5) Evaluation Criteria

- Firm /Consultant experience and proven outcomes
- References
- Proposed work-plan, including time frame
- Price