



Request for Proposal

One Bexley Project Coordinator



Background

The Bexley community is committed to work more purposefully to build a community free from racism and prejudice in all forms, where all residents and visitors are valued, respected, and empowered to thrive.

The One Bexley Project will be based upon education and community-based programming, in order to help inform residents about Bexley's shared history as a foundation to promote sustainable allyship and inclusivity to further our goal of a truly united and equitable community. Through events, discussions, and community-wide engagement, One Bexley will provide programming that addresses the historical, structural context of past incidents that have scarred our community, and empowers our community to disrupt similar events in the future.

The Purpose of One Bexley is to create a joint community educational program catering to a variety of ages, designed to attract a critical amount of participation from throughout the community, in order to create culture shift regarding:

- The specific historical context of structural racism/bigotry/exclusionism in Bexley and America
- How to become advocates and allies in order to address continued racism and bigotry in the community and beyond, and to foster a sense of belonging among all Bexley residents, business owners, and visitors

Development work to date has consisted of a steering group of community leaders, as well as a series of public workshops defining the need and discussing potential programs visions for the project.

Concepts for One Bexley programming have included:

Educational Curriculum:

- Online educational curriculum around e.g. Bexley's history; history of redlining; allyship; deescalation; restorative justice; intergroup dialogue

Small Community Programming:

- Community Book Club
- Community dinners focused on going into homes, with guided discussions

Large Community Programming:

- Speakers / one-off programs
- Series
- Big Table events

Communications:

In order to be successful, One Bexley needs to obtain a critical mass of awareness and community participation; therefore, the program will be engineered to be ubiquitous, accessible, and clearly and consistently communicated.

Collaboration:

The One Bexley Project is a collaborative, community-based project that is supported and facilitated by the leadership of the City of Bexley, the Bexley City School District, and the Bexley Public Library. The One Bexley Project Coordinator will work with these institutions and may work in tandem with other facilitators as appropriate to accomplish project objectives.



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Scope of Work / Contract Deliverables

Project Focus:

Help define the One Bexley Project through a series of stakeholder engagement and small group workshops
Estimated time commitment: 80 hours

Work with stakeholder committee to craft program details and program launch, and to help set up infrastructure to perpetuate program development and execution
Estimated time commitment: 120 hours

Work with staff from partner organizations to create communications plan and resources, help develop communications platforms
Estimated time commitment: 80 hours

Contract Oversight & Collaboration:

Contract progress will be overseen by a primary point of contact from one of the three institutional partners, as well as routine touchbase with a leadership team consisting of the three institutional partners. The coordinator may also work in partnership with an internal facilitator on project programming.

Contract Commencement & Timeline

Contract commencement is proposed to begin fall of 2023 and extend through mid 2024

Pricing:

Proposals should specify hourly rate(s) for services rendered and overall project budget estimate. Additionally, all proposals must provide professional profiles of any individuals who will be assisting with contract services.

Billing:

Proposals should specify monthly billing to the City of Bexley. As the financial facilitator, [institution] will process invoices but is an equal partner with the partnering institutions in the oversight of and participation in the contract services.

Proposal Submittal Instructions

Proposal Deadline:

October 16, 2023 at 5:00 pm. Please submit proposals via email to applications@bexley.org.

Proposal Questions:

All questions shall be directed via email to applications@bexley.org. Questions received through September 8, 2023 will be answered within 2 business days, with the question and answer posted and made available to all potential respondents.

Proposal Submittal Instructions:

- Proposals will be received electronically by the City until **October 16, 2023 at 5:00 pm**. Proposals received after this date and time shall be rejected by the City.
- Proposals shall be submitted as a PDF document please

Please submit proposals to applications@bexley.org
by 5:00 pm on October 16, 2023