

# TRAILBLAZERS

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|---------------------|---|--------------------------------------|----------------------------------|
| <b>Seeking:</b>     | Development Consultant  | <b>Organization Category:</b>        | Nonprofit; Outreach & Advocacy   |
| <b>Contact:</b>     | <a href="mailto:info@WeAreTrailblazers.org">info@WeAreTrailblazers.org</a>      | <b>Designated Contact:</b>           | Sr. Manager, Outreach & Advocacy |
| <b>Posting URL:</b> | <a href="http://www.WeAreTrailblazers.org">http://www.WeAreTrailblazers.org</a> | <b>Proposal Submission Deadline:</b> | August 31, 2023                  |

## About Us

At Trailblazers, we're a tight-knit group on a mission to revolutionize regional recreation and transportation. Born from the merger of BikeNWA and NWA Trailblazers, we've already made waves in developing 400+ miles of multi-use trails and advocating for active transportation. Our core focus is on Trail & Active Transportation Development and Community Outreach & Advocacy, driven by our values of innovation, collaboration, diversity, equity, and inclusion, and sustainability.

We believe that physical activity leads to health and vitality, and we're dedicated to making it easier for everyone to get active and feel connected to their community. Whether you're a seasoned cyclist, a nature lover, or just someone who wants to lead a healthier life, you'll fit right in here.

So come join us on this journey, in the heart of Northwest Arkansas, where we're all about striking a balance between working hard and playing hard. We take our jobs seriously, but we also believe in enjoying the ride and having fun along the way. It's a place where everyone is welcome, and you can make a difference while building close relationships with your coworkers. Let's change the world and work towards movement for all!

## LOCATION:

Trailblazers' office is located at 1000 SE 5<sup>th</sup> ST Suite E. Bentonville, AR 72712 (Downtown Bentonville) or Remote

## ORGANIZATIONAL NEEDS:

Trailblazers is seeking a development consultant to assist us in improving strategy and efficiency for fundraising/sponsorship, partnership development, and sustainability of our programs that currently include:

- Trail Adoption Program
- National Bike Challenge (Movement Challenge)
- Adult First Ride
- Bike Education Programs (Let's Play Bikes, AKB, RidingForFocus)

We are looking for a consultant who can work with us closely to create strategies, approaches, and provide guidance on fundraising for these programs.

The ideal consultant will have a proven track record of success in developing and implementing effective strategies for non-profit organizations. Strong communication skills are essential, as the consultant will be working with various stakeholders within our organization.

## OBJECTIVES:

1. **Fundraising/Sponsorship:** The consultant will provide expertise in fundraising and sponsorship, helping Trailblazers secure the necessary funding to support its activities.
2. **Partnership Development:** The consultant will assist in identifying and establishing partnerships with other organizations that align with Trailblazers' mission and can provide support for our programs.

# TRAILBLAZERS

3. **Sustainability Planning:** The consultant will aid in the development of a comprehensive sustainability plan, including strategies for diversifying funding sources and building a strong volunteer base.

## EXPECTED OUTCOMES:

1. **Increased Efficiency:** The consultant's support will streamline processes and ensure smooth operations, saving time and resources in the long run.
2. **Access to Expertise:** By leveraging the consultant's expertise, Trailblazers will optimize its fundraising efforts and maximize resource allocation.
3. **Fresh Perspective:** The consultant will provide a fresh set of eyes, identifying new growth opportunities and expanding the organization's reach.
4. **Improved Fundraising/Sponsorship:** The consultant will help identify new funding sources and develop effective strategies to increase revenue.
5. **Enhanced Impact:** Trailblazers will achieve greater success in fulfilling its mission to help those in need through the guidance and resources provided by the consultant.

## PROPOSAL SUBMISSION:

### Requirements:

Interested consultants are requested to submit a detailed proposal that includes the following information:

1. **Overview:** Provide an overview of your experience working with non-profit organizations and your understanding of the challenges faced in fundraising, partnership development, and sustainability planning.
2. **Approach:** Outline your proposed approach to address Trailblazers' specific needs, including methodologies, timelines, and key deliverables.
3. **Expertise:** Highlight your expertise in fundraising/sponsorship, partnership development, and sustainability planning. Provide examples of successful projects and their outcomes.
4. **Team:** Introduce your team members who will be directly involved in this project, including their qualifications and relevant experience.
5. **References:** Include references from previous clients who can speak to the quality of your work and the impact you have made on their organizations.
6. **Cost:** Provide a breakdown of your proposed costs for the project, including any hourly rates, fees, or estimated expenses. Please clearly indicate any assumptions or conditions associated with the pricing.

### Guidelines:

1. Proposals must be submitted via email to [info@wearetrailblazers.org](mailto:info@wearetrailblazers.org) no later than August 25.
2. The email's subject line should read: "Proposal Submission: Trailblazers Development Consultant - [Your Company/Organization Name]."
3. All proposals should be in PDF format and include the name, contact information, and a brief introduction of the submitting organization.

## SELECTION PROCESS:

1. A review committee will evaluate the submitted proposals based on the consultant's qualifications, approach, experience, and cost-effectiveness.
2. Shortlisted candidates may be invited for an interview to further assess their suitability for the project.
3. The final selection will be made based on the overall quality of the proposal and the consultant's ability to meet Trailblazers' specific needs.

## TIMELINE:

1. Proposal Submission Deadline:

# TRAILBLAZERS

- a. August 31<sup>st</sup>, 2023
2. Shortlisting and Interview:
  - a. No later than September 8<sup>th</sup> 2023
3. Consultant Selection:
  - a. No Later than September 30<sup>th</sup>, 2023
4. Project Start Date:
  - a. No later than October 16<sup>th</sup>, 2023
5. Project Duration:
  - a. 1 year from project start date

*Trailblazers reserves the right to accept or reject any proposals received, in whole or in part, and to modify or terminate the selection process at any time without incurring liability.*

*For any inquiries or clarifications regarding this Request for Proposal, please contact Prentis Grayson at [Prentis@WeAreTrailblazers.org](mailto:Prentis@WeAreTrailblazers.org) or 479-231-1365.*

*We look forward to receiving your proposals and working with a consultant who can help Trailblazers achieve its mission and make a lasting impact on our community.*