Abstract
The Wallace Center, a national nonprofit working in sustainable food systems, seeks a facilitator to co-design and facilitate a 1.5 – 2-day racial equity training for its staff. This training will take place the week of September 10th, 2018 in our Arlington, VA office, for a group of about 15 participants. We seek a trainer, or co-trainers, to help us develop a shared understanding and language around racial equity in general and as it relates to our work in food systems. We seek processes, practices, and tools for integrating a lens of racial equity into our programs, policies and culture, and would like, as an outcome of this training, to develop a roadmap for implementation, strengthening and building on priorities developed in a previous staff retreat.

Background
The Wallace Center develops partnerships, pilots new ideas, and advances solutions to strengthen communities through resilient farming and food systems. We work to scale up the supply - and the environmental, social, and economic benefits - of healthy, sustainably produced food. Since its inception in 1983, Wallace Center has aimed to catalyze systems-level change. We focus on building learning networks called Communities of Practice to cultivate relationships, build capacity, and spread creative solutions. We support promising innovations by researching, documenting, and disseminating replicable models that use food as a lever to grow local economies, support environmental sustainability, advance equitable community development, and create connections within communities. We scale these models nationally through the provision of a broad range of technical assistance services, by sharing lessons broadly, and by connecting practitioners to each other, to funding, and to resources. In all our work we are driven by our commitment to the values of our organization: honoring community knowledge and leadership, centering diversity, equity, and inclusion, protecting ecological resiliency, fostering authentic partnerships, prioritizing local economic solutions, strengthening market integrity, and cultivating a supportive and optimistic work environment.

Purpose
We understand that we cannot create a just and resilient food system unless we acknowledge and address the historic and contemporary systems of exploitation, extraction, and inequity in our food system, and work proactively to ensure fair access to opportunities, resources, and positions of power. Wallace has identified equity – specifically racial equity – as an underlying principle from which its work must stem and we have made a commitment to integrate equity into our programs, policies and institutional culture. Our staff have varied levels of familiarity, comfort and confidence engaging in this work, but all are committed to learning and growing, as individuals and as a collective whole.

We seek an experienced facilitator to co-design and facilitate a 1.5-2-day participant-focused training on racial equity and inclusion, particularly as it relates to food systems, ecological resiliency, and economic and community development. Specifically, we aim to:

- understand the historical context that has created the inequality in our food system and society as a whole;
- develop shared language and definitions of equity as it pertains to our work;
- understand each other’s personal and professional perspectives on equity issues;
• Identify a set of shared values, practices, and questions that will guide us personally and within our work to build more equity;
• develop a roadmap and plan of action for the integration of racial equity, diversity, and inclusion into our program design, operations, institutional culture, and ultimately a core outcome of our work

The chosen facilitator will work with the Wallace Equity Working Group to co-design and plan this training to ensure it meets the needs of our team. Facilitators will travel to/from Arlington, VA during the week of September 10th and will facilitate the training for the group. Tangible outcomes from the facilitated engagement should include a roadmap for how team members will work together, and next-steps for integrating racial equity and social justice into the Wallace’s organizational theory of change, decision-making processes, and project priorities. The facilitators will be asked to provide 2, 1.5-hour follow-up calls, 3 months and 6 months after the training, to discuss progress, issues, and opportunities in implementing the roadmap and other outcomes from the training.

Submission Requirements: In your letter, please include the following information. Limit all responses to no more than 3 pages.
1. Professional/Organizational Profile: including background, mission, and capacities. If possible, please include links to your professional website where this information may be easily viewed.
2. Experience: Please tell us about relevant facilitations, engagements, or other previous work that would inform this facilitation. Include any facilitation experience with regional food systems.
3. Response to Questions: Please respond to the following:
   a. What makes your approach attuned to this group’s needs?
   b. What – if any – experience do you have in working with food system practitioners? How will this impact how you design the training?
   c. Please provide a suggested draft agenda for a 1.5-2-day equity training for the Wallace Center.
   d. Please provide an estimated budget for this type of engagement (1.5-2 days, plus planning, travel, and follow-up). Please include your basis for developing this cost proposal. E.g. charges for planning v. facilitated meeting; travel and other expenses; rates by day/hour/event.
4. References: Please include names, contact information, and a brief description of the engagement for 2-3 references, preferably prior clients with food systems expertise, who can speak to your facilitation style and outcomes.

Use of Responses
Responses will be reviewed by the Wallace Center Equity Working Group, and will not be shared publicly.

How to Submit
Please submit a letter of interest by email to Elizabeth Atwell at elizabeth.atwell@winrock.org no later than 11:59pm, Friday, July 13th. Use the subject line “Equity Trainer RFP”. In the body of your email, please include your name, business name, and all relevant contact information. Please also provide all information requested in the Submission Requirements above.

Solicitation of Interest Contact (SOI) Information
For questions, or to seek additional information regarding this SOI, please contact Elizabeth Atwell, Wallace Center Equity Working Group Chair at elizabeth.atwell@winrock.org.