



EPISCOPAL HEALTH
FOUNDATION

Request for Qualifications

Submission Deadline: Friday, August 22, 2025 by 5:00 CST



Collaborating for
Healthy Communities
Initiative

ABOUT THE FOUNDATION

The [Episcopal Health Foundation \(EHF\)](#) believes all Texans deserve to live a healthy life - especially those with the least resources and those who face the most obstacles to health. Our public health orientation leads us to focus on upstream work that goes beyond providing healthcare services in a doctor's office and seeks to address the underlying social, economic, behavioral, and environmental causes of poor health. We are most interested in work that takes a systems approach to improve community health, which leads us to focus on creating and supporting intentional connections between and among institutions aimed at not just improving healthcare delivery but transforming the health of an entire community.

With more than \$1.2 billion in estimated assets, EHF operates as a supporting organization of the Episcopal Diocese of Texas and works to help improve the health and well-being of the 15 million people living throughout the [81-county region of the Diocese](#).

PROJECT OVERVIEW

EHF is seeking highly skilled consultants with relevant experience to serve as coaches for the third cohort of the Collaborating for Healthy Communities Initiative (CHCI). Due to the frequent nature of in-person meetings and convenings, coaches are expected to be located in the 81 counties within our service area and neighboring counties.

The role of a coach in CHCI is to support and advise the collaboratives and coalitions (*terms we use interchangeably*) to achieve their unique goals and fully benefit from their participation in the capacity-building cohort.

Coaches are expected to attend all in-person and virtual learning sessions and meet with their assigned collaboratives between the learning sessions to help the collaborative apply what they are learning in support of their goals. Coaches will also participate in meetings with Foundation team members and related consultants to coordinate, share information and engage in ongoing learning and continuous quality improvement.

Background

The Collaborating for Healthy Communities Initiative aims to strengthen community-based, health-focused collaboratives by improving their effectiveness, leadership, and sustained ability to take action to improve health. Now in its third year as a resource, we plan for eight to twelve collaboratives to participate in a cohort with both in person and online learning opportunities.

Each selected collaborative (or coalition) is made up of at least two partner organizations and, for this first time in CHCI, each collaboratives' work is focused on one or more of the following: food and nutrition security, maternal health, and/or diabetes prevention. The three focus areas represent EHF's Priorities for Change. Within each collaborative, a core team of five to eight team members participate in cohort activities and interact directly with their coach.

The CHCI cohort is a 12-month experience for the participants. The collaboratives will engage in a series of learning opportunities and gatherings focused on EHF's four pillars of building a strong collaborative (shared purpose, shared leadership, strategic action, and sustainability). Mid-way through the four learning sessions, the collaboratives will each receive \$10,000 in financial support to address a goal their members have identified as a priority. The coaches will guide the collaboratives as they think through and apply for this opportunity. During the last few months of this journey, the coaches will offer intensive and tailored coaching and support in desired areas and on specific topics identified through the initial self-assessments and monthly meetings.

Scope of Work

Consultants will offer individual support to each of their assigned coalitions, participate in the learning sessions, and offer individual support to each collaborative. This includes time spent attending the learning sessions (organized by EHF) and independent time working with the assigned coalitions, including planning and documentation. Coaches will provide the following support:

Focused one-on-one technical assistance

- Provide capacity-building technical assistance which could include training or facilitated planning for the assigned collaboratives.
- Facilitate coaching sessions to strengthen collaboratives' application of key principles between learning sessions.
- Review collaborative self-assessment results to identify areas where the collaborative wants to focus attention during their participation.

- Assist the coalitions to complete the self-assessment tool after the conclusion of the cohort activities.

Supporting collaboratives to participate in CHCI activities

- Meet with coalition representatives and build relationships before the work gets started (e.g., attending at least one coalition meeting in-person).
- Coordinate calendar, hold time for coaching, and share availability with collaboratives in advance to ensure meetings are scheduled.
- Provide real-time problem-solving support to collaboratives during the learning sessions.

Training, Orientations, Meetings with Coaches & EHF

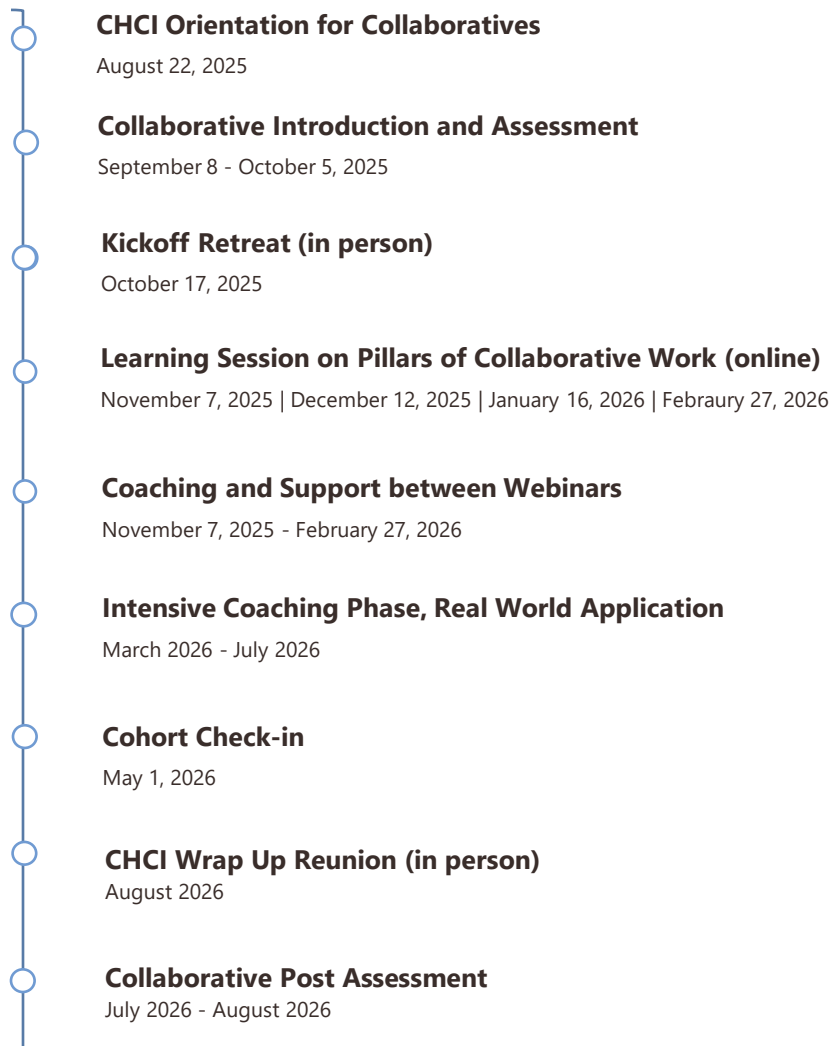
- Participate and share insights during coaches' meetings.
- Participate in meetings with the Foundation team and program consultants.
- Participate and present/facilitate in all meetings of the cohort (Orientation, Kickoff Retreat, Learning Sessions, Convenings) and related After Action Review/Debriefs facilitated by Foundation staff/team after each event.

Documentation and Reporting

- Document key activities, interventions, and capacity building improvements
- Participate in evaluation activities which include documentation of support, interactions and interventions with coalitions; a report at the end of the program using the guidelines provided by the Foundation and visit with our evaluation team at the end of the program period.

PROGRAM TIMELINE

The coaches will meet with the Foundation team on a monthly basis during the active parts of the program cycle. The dates will be determined in collaboration with the coaches who are selected. In addition, the following are the relevant program dates for the participating collaboratives.



PROPOSAL REQUIREMENTS

Interested consultants (individuals or organizations) should submit an email with the following information regarding their qualifications to **Arieonna Nettles, Engagement Associate** (ANettles@episcopalhealth.org), **by close of business, August 22, 2025**.

1. Resume or firm profile with focus of consulting practice and approach to work with organizations
2. Past experience working with collaboratives
3. Any certifications or trainings you regularly use for work related to the topics embedded in this initiative
 - Experience working in the field of health equity and community-centered change
 - Priority areas of particular interest: maternal health, diabetes prevention and food & nutrition security
4. Sample list of previous clients (with references noted)
5. List of coaching experience and expertise including relevant areas and specific topics

The foundation recommends a submission of no more than 8 pages in length. Attachments with additional, relevant information are allowed but not required. The Episcopal Health Foundation is an equal opportunity employer and strongly encourages applications from people of color, persons with disabilities, women, and LGBTQ+ and other underrepresented applicants.

SELECTION TIMELINE AND BUDGET

Submission deadline: **Friday, August 22, 2025 by 5:00 CST**

EHF to notify selected consultants: **Friday, September 12, 2025**

Project dates: September 2025 – September 2026

Expected Payment: Each consultant/consultant organization should be assigned 2 collaboratives and will receive a flat fee of \$27,000 to be paid in 4 equal payments throughout the term of the contract. If a consultant/consultant organization is only assigned 1 collaborative (ex: due to an odd number of collaboratives in the cohort), the flat fee will be adjusted to \$13,500. Consultants will be reimbursed for travel expenses in addition to the fee.

Expected hours: up to approximately 150 hours (Note: this is an estimate for planning purposes and includes the hours coaches will participate in EHF organized meetings and program sessions. Hours may vary slightly among consultants.)

Selection Timeline & Important Dates



CONTACT

Please direct all questions to Roosevelt Neely (Community Partnerships Officer), Anne Eisner (Administrative Assistant), and Amanda Timm (Project Consultant) at Rneely@episcopalhealth.org, Aeisner@episcopalhealth.org, and Amanda.timm.713@gmail.com.