



EPISCOPAL HEALTH
FOUNDATION

Request for Qualifications

Submission Deadline: November 30, 2026

Organizational Assessment and Strategic
Restructuring of the Texas Association of
Promotores and Community Health
Workers (TAPCHW)

PROJECT OVERVIEW

Background

Episcopal Health Foundation (EHF) is committed to improving health and advancing health equity across Texas by addressing the barriers that make it harder for people to be healthy. We believe community health workers are essential trusted partners who connect people to care, resources, and support. EHF is committed to supporting, strengthening, and sustaining the promotores/community health worker workforce so they can continue improving health outcomes and helping communities thrive.

The Texas Association of Promotores & Community Health Workers' (TAPCHW) mission is to support and expand opportunities for the CHW profession at the state and local level through Advocacy, Education, Employment, Empowerment, and Policy.

EHF & TAPCHW are partnering to strengthen and build a sustainable structure for the association so that it can more fully fulfill its mission.

Goal

The goal of the request for qualifications is to identify up to three consultants who would be asked to participate in a request for proposal to support the organizational assessment and strategic restructuring of TAPCHW.

Scope of Work

EHF is supporting TAPCHW, who seeks consulting support to assess its current organizational structure, governance, sustainability, and future growth opportunities. As a volunteer-led association representing community health workers and promotores across Texas, TAPCHW is interested in exploring options to strengthen its organizational capacity, improve long-term sustainability, and better aid its mission of supporting practitioners, local associations and the sector overall.

The consultant will facilitate a strategic assessment process and provide recommendations regarding organizational structure, legal status, governance, staffing, and financial sustainability.

The consultant will:

1. Assess TAPCHW's current organizational structure, operations, governance, and capacity.
2. Identify strengths, challenges, opportunities, and risks facing the association.
3. Gather and assess feedback from CHW/P and local associations on how TAPCHW can support the sector.

4. Evaluate alternative organizational models and governance structures with similar P/CHW Associations in the US & Canada.
5. Assess the feasibility, benefits, costs, and implications of establishing TAPCHW as a standalone 501(c)(3) nonprofit organization or other appropriate legal/fiscal entity.
 1. And either
 1. Submit the required documentation and application for nonprofit status or
 2. Submit a list of appropriate legal/fiscal entities who could support TAPCHW
6. Evaluate staffing needs and determine whether paid staff positions would strengthen the organization's effectiveness and sustainability.
7. Develop recommendations and implementation roadmap for the association's future structure and operations.

Show of Interest Requirements

EHF is seeking responses and resumes from experienced consultants. Responses to this Request for Qualifications are due November 30, 2026, and should include:

Responses to a few questions online through the FLUXX system.

A resume with descriptions of qualifications and capacity to do this project, including:

- Experience with volunteer run statewide associations.
- Experience working with promotores and community health workers.
- Experience with establishing nonprofit organizations
- Experience assessing organizational effectiveness.
- Appendices:
 - A sample list of client references similar to TAPCHW, and a short description of the work performed, and the time required to complete.
 - Resumes or brief biographical summaries of all personnel who will work on this project.

CONSULTANT INTEREST REVIEW AND SELECTION PROCESS

Interested Consultants may submit resumes by 5:00 pm on Monday, November 30, 2026.

Applying consultants may be asked to participate in a virtual interview with both TAPCHW and EHF representatives to further discuss qualifications during the month of November.

No more than three consultants will be notified and asked to submit a full proposal. Notification and full proposal requirements will be shared on January 15, 2027.

Full proposals will be due on Friday, February 26, 2027.

Contractual work will begin by April 5, 2027.

If you/your organization are interested in applying, please submit the Proposal Requirements to Troy Bush-DiDonato, Senior Community Engagement Officer, tbush-didonato@episcopalhealth.org by Monday, **November 30, 2026, at 5:00 pm.**