Board Development Consultant- RFP

ORGANIZATION BACKGROUND

History

The NC Latinx Collaborative (NCLC)- previously known as the NC Collaborative for Strong Latinx Communities (NCCSLC)- is a funder intermediary which includes contributions from NC-based and national foundations. Since 2018, the NCLC completed 9 rounds of grantmaking including 2 funder-led cycles, focused on rapid response COVID-19 funding and 7 via participatory grantmaking cycles where decisions were made by a committee of Latinx community leaders.

To date, we have:

- Redistributed over **$4.6 million** to grassroots organizations across NC
- Completed ***7* rounds of participatory grantmaking**
- Made over **100 individual grants**

Mission, Vision, & Values

Our mission is to work together to strengthen the capacity, resilience and power of groups led by Latinx people in North Carolina. We do this through:

- The redistribution of financial resources through a participatory community fund.
- The creation of co-conspiracy spaces (capacity building, training, healing spaces).

Our vision is to build a stronger state where Latino communities and all communities can thrive and feel connected to their own power.

We are inspired by Mijente's Principles of Unity and use the following statement to communicate the NC Latinx Collaborative's values:

> We are pro-Black, pro-Indigenous, pro-Lesbian, Gay, Bi, Trans, and Queer, pro-worker, and pro-migrant because we recognize that our work towards collective liberation includes ALL members of our community.

PROJECT SCOPE & OBJECTIVES

The NC Latinx Collaborative is currently overseen by a table of contributing funders we call the Steering Committee. Together with the Project Director the Steering Committee provides strategic direction, oversight of finances and assists with fundraising for the NCLC. They also provide thought partnership and supervision for the Project Director.

As the work for the NCLC continues to evolve, forming a Board of Directors composed of community members rather than funders to take on those responsibilities is a natural next step that more accurately reflects our values of community based-decision making and shared leadership. More importantly, as the NCLC works towards establishing its independence (we are currently fiscally sponsored), establishing a Board of Directors is vital to the long term sustainability of the organization so that the work continues well beyond any one person.

We are seeking a consultant who can guide the development of the NCLC's first Board of Directors. Work this consultant will do includes the following:

- Designing and co-leading a board orientation session/program
- Facilitation and/or co-facilitation of Board meetings including in-person board meetings/retreats
- Assist the Board in the development and adoption of organizational bylaws and policies including: conflict of interest policies, decision-making protocols, and subcommittee creation
- Provide coaching to the Project Director and/or Board Chair in how to effectively manage the Board of Directors
- Identify and provide recommendations for future board development and growth

EXPECTED DELIBERABLES

- Agenda creation and facilitation for 5-6 board meetings including at least 1-2 in-person board meetings/retreats
- 1-2 meetings per month with the Project Director and Board Chair to discuss progress
- Written Board Orientation guide/curriculum to be used to onboard future board members
- Written Board manual outlining board bylaws and policies
- 10 hours of 1-1 coaching for Project Director and/or Board Chair
- 1-2 pages outlining recommendations for future board development and growth at the end of engagement period with NCLC board

TIMELINE & BUDGET

We envision working with a consultant over the course of 1 year beginning in January 2027. We have a budget of **$10,000 - $15,000** for this full year of engagement with most of the work taking place in the first 6-8 months and the last 4 months focused on transition.

WHAT WE'RE LOOKING FOR

We are seeking a consultant who has:

- Prior nonprofit board development and management experience
- Experience working with foundations, philanthropic institutions, and/or intermediaries
- Knowledge of North Carolina nonprofit landscape and/or experience working with nonprofits and grassroots organizations. Experience working with Latine groups is a plus.
- An understanding of power-building and movement work in the U.S. South
- Experience supporting new/emerging leaders
- Based/living in North Carolina
- Strong facilitation skills
- Prior coaching experience
- Shared commitment with NCLC values

SUBMISSION REQUIREMENTS

Interested consultants should submit a proposal electronically in PDF format to: *Daniela Cerón, NCLC Project Director,* daniela@nclatinxcollaborative.org by **November 30, 2026.**

The proposal should include:

- ☐ Cover letter summarizing qualifications and interest; Please include an example of prior experience with board development

- ☐ Timeline for proposed activities
- ☐ Detailed budget and fee structure (please include rates for travel and accommodations)
- ☐ 1-2 References from past clients