Request for Proposal: DEAI Strategy Consultant

The National Museum of Women in the Arts (NMWA) is seeking a consultant specializing in Diversity, Equity, Accessibility, and Inclusion (DEAI). NMWA has been actively working on discovering and assessing its DEAI processes and practices. In 2021, an internal DEAI committee was formed and developed an establishing list of values. As we move forward in our DEAI work and commitment, NMWA looks to work with a consultant or consultancy organization to undertake the process of:

• developing a strategic framework and 2-year action plan, including professional development opportunities, for NMWA that helps NMWA become an organization that places diversity, equity, accessibility, and inclusion at the core of all its work;

• implementing a prioritized action plan that supports the strategic framework, through guided work with the DEAI committee;

• developing and leading an equity and inclusion training series for all staff and leadership, including tailored sessions with NMWA’s Board;

• reviewing and establishing institutional documents—including, but not limited to, personnel handbook, collection management policy, vendor selection, dedicated webpage, and management policy—through a DEAI lens.

Our budget expectation for the scope of work outlined is between $40,000 and $50,000. We estimate that this work will take between 3–6 months, but the proposed timeline should be based on the consultant’s recommendations. Please include a budget breakdown, timeline, and previous work examples with similar organizations in the submission. NMWA’s DEAI Committee will act as the primary point of contact for the DEAI strategy development.

Deadline for receipt of RFP: Friday, May 13, 2022

Please send inquiries and RFP to the DEAI Committee at DEAI@nmwa.org