



Request for Proposal:  
Humboldt Health Foundation  
Racial Equity Organizational Assessment

*Humboldt Health Foundation invites interested and qualified consulting firms or individuals to submit a proposal to conduct an organization-wide racial equity audit of the organization's internal documents and policies and external communications as they reflect and/or pertain to the organization's goal to eliminate institutional bias and build equitable policies and language to improve racial equity in health philanthropy. HHF's Development Committee will oversee the audit process.*

## **Organizational Overview**

The primary mission of the Humboldt Health Foundation is to support the Humboldt Area Foundation, a community foundation, by improving the health and well-being of the residents and communities of Humboldt County, and of other communities in Northern California while also improving services to the people of Humboldt County.

In Humboldt County in the 1900s, workers who were injured on the job found the costs of care at local private hospitals financially devastating. By 1906, the newly unionized timber and mill workers of Eureka decided to start a hospital of their own; The Union Labor Hospital, a nonprofit organization which began in 1908 and later became General Hospital.

In 1997, the Union Labor Hospital Association sold the hospital and established the Union Labor Health Foundation, which has since awarded \$4.6 million to support community health efforts through organizational grants, funding partnerships, nursing scholarships and assistance to individuals for health and dental care. In 2018, we officially changed our name to the Humboldt Health Foundation.

The Board of Directors of the Humboldt Health Foundation is proud to carry on the tradition of helping people in our communities become healthier.

Please view the HHF website for further information at  
<https://hafoundation.org/programs-affiliates/humboldt-health-foundation/>

## Guiding Principles

We will be guided by five key perennial values to fulfill our goals and outcomes:

1. We seek to reduce economic, social, health, and environmental vulnerabilities that disproportionately impact underserved communities;
2. We are in active promotion of racial equity. We recognize that people of color possess unique knowledge, assets, and experiences that can elevate us all;
3. We will be adaptable and responsive leaders, addressing both urgent and systematic issues that affect our region;
4. We will partner and collaborate to increase impact, share resources and responsibility, build capacity, and diversify understanding;
5. We bring our region's cultures and communities together in a spirit of learning, empathy, and connection. We empower local knowledge and invest in our community's solutions.

## Humboldt Area Foundation's Statement of Race, Safety, and Belonging

There is so much beauty and wonder in this place of trees, mountains and rivers. So much great talent, kindness and creativity too, with our abundance of entrepreneurs, caregivers and artists. We are privileged to call this rare place on Earth home.

Unfortunately, the privilege that many feel to safely, happily and fully pursue their lives here is not a shared experience. And it can never be until *together* we heal from our history of harming Indigenous, Black, Latinx, Asian, and other People of Color, and fix the systems that threaten their lives.

Over many years and during these past days, individuals across our region have been spurred into action by tragic events. They anguish for justice for the murders of Josiah Lawson and George Floyd and too many others to mention. Many of our good friends and neighbors have joined protests or held conversations at kitchen tables with loved ones. While these personal actions are incredibly important in combating racism, we know it is not enough:

Until we recognize and change the biased systems of justice and law enforcement particularly toward Black, Latinx, and Native people, we will live in an illusion of fairness.

People of Color will endure punishment, brutality and suspicion instead of protection and service.

Unless we examine and alter the systemic inequity in our education, housing, health and economic systems, we will continue to perpetuate oppression, particularly in the lives of Black, Brown, and Native people, and with it the fallacy that our society is one of equal opportunity.

And if we do not address the systems that suppress the choices and amplify the voices of our Black, Indigenous, Latinx, and our many Asian communities of color by failing to recognize each is our own—our neighbors, our families, our professors, our classmates, our bankers, our farmers, our colleagues, our friends—then we have lost the privilege of our humanity.

Because we believe that our actions are infinitely more important than our words, the Humboldt Area Foundation, Wild Rivers Community Foundation, and Humboldt Health Foundation pledges to continue and increase our efforts, including:

1. Provide a brave training and learning environment for anyone interested in learning about racism in its many forms, and about many topics where systemic bias leads to injustice. Also, where helpful, we and our partners can offer private training to groups and provide confidential space for expression and learning.
2. Increase funding to Black, Brown, and minority led-organizations with general operating support in our region. We will also provide no-cost leadership development, training, and capacity building to Black, Brown and minority leaders running organizations who seek such resources to achieve their goals.
3. Improve equity and representation on our board and in our leadership team, and evaluate how we embody our values and support People of Color in their professional path of choice. We have already begun reviewing diversity and representation criteria for our board of directors and staff recruiting processes. We commit to monitoring and adapting how that leads to greater outcomes of diversity and governance.
4. We will help support and facilitate local public sector policy-making, reform, training, leadership development, and accountability when we believe we have faithful partners in government organizations that deeply impact People of Color.
5. Deepening how we use our local investment portfolio to capitalize organizations led by and in service of communities of color. We will also

offer no-cost lending and borrowing guidance to applicant organizations who need debt-related financial development.

6. We will continue our internal bias and equity development and restructure our organization so that our efforts are not peripheral but embedded in our everyday work and decisions. Our board of directors commit to doing additional learning and development as governors of our regional foundation.
7. Offer support and resources to our region's public organizations and institutions genuinely seeking to change their systems including law enforcement, school districts and elected officials to mention a few.
8. Care for our region's Children of Color by amplifying scholarships, internships, and training opportunities. We will also invest in, mentor, nurture and coach Young People of Color to become leaders in philanthropy for the next generation.

We recognize our pledges cannot repair the past or bring back lives, and that no philanthropic action will be sufficient to this task. So we invite our whole region to join us—from Brookings in Southern Oregon, to Crescent City and Humboldt Bay, and from Weaverville to Garberville—to build a region where Black, Brown, Native, Latinx, Asian, and other Communities of Color share a sense of belonging, equity and justice—*and matter*.

## **Proposal Overview**

As a continuation of its commitment to racial equity, HHF seeks a consulting firm, non-profit organization, or individual(s) to engage in a comprehensive, organization-wide audit. This audit will culminate in a report with recommendations on observations of internal policies, external communications and engagement, and organizational practices as they pertain to goals of advancing racial equity—both in how HHF impacts the community through its work and how the organization itself operates.

## **Scope of Work**

Contractors responding to this RFP would preferentially reside in Humboldt County and be a BIPOC-owned or predominantly BIPOC-governed business or organization.

This scope of work will encompass ideally a three-to-six-month process. Proposals submitted may exceed a six months timeline should the proposed work warrant it, not to exceed 9 months. Proposals will include three phases of deliverables: assessment, intervention, and review.

## **Assessment**

The contractor will assess HHF's ability to adequately and justly serve Black, Indigenous, and other Communities of Color. This is assumed to include at least: systemic/organizational barriers, service and training gaps, and the impact of explicit or implicit biases in both the organization's internal and external work.

### *Internal*

Contractor will assess the HHF board regarding at least the following: governance practices, board development & onboarding, organizational culture, facilitation and planning, and board policy. This assessment should encompass: a review of relevant organizational documents, observation of at least one board meeting, and interviews with board members and staff.

### *External*

Contractor will assess HHF's grantmaking and collaborative work regarding at least the following: advertising/outreach, ongoing communications and relationships, funding request/application processes, application review and decision-making, existing grants/scholarships, and follow-up with funded and non-funded applicants. This assessment should encompass: a review of public-facing documents and digital media, a review of granted funds, and engagement of select/relevant funding applicants.

## **Intervention**

The contractor will prepare and present a report which analyzes the information gathered during the assessment to the HHF board, and provide targeted technical assistance in resultant organizational change work.

### *Report*

Contractor will develop a comprehensive document that encompasses at least: key themes/findings, data trends, and actionable recommendations for both internally and externally focused work divided into short-term/immediate interventions and long-term/sustainability interventions. Relevant data, examples, or quotes included in the report must protect/obscure the identity of assessment participants/participant organizations.

### *Presentation*

Contractor will conduct a focused presentation on the report to the board of HHF regarding at least the following: key themes & findings, urgent areas of needed change, and quick-to-implement changes.

### *Technical Assistance*

Contractor will support HHF board and staff when needed as to changes to documents, policy, practice, and structure. Recommending solutions, potentially useful resources utilized by other organizations, or reviewing and providing feedback as to changes made within HHF. Should recommendations include needed training, contractors may use TA time to develop/provide that training or link HHF board and staff to other appropriate resources.

### **Review**

Three months following implementation of recommendations and technical assistance the contractor will evaluate the impact/progress of change. This review will be presented to the HHF board.

### **Budget**

Negotiable range aligned with project deliverables and outcomes.

## Proposal Instructions

The proposal should include the following and be no longer than four (4) pages:

- A work plan describing methodologies, approaches, and roles and responsibilities for how the work will be accomplished
- Detailed description of deliverables and outcomes
- Timeline
- Estimated costs
- Experience providing consulting services, including audits or assessments related to racial equity/diversity/inclusion/cultural competency
- Experience and philosophy regarding your work as part of a multicultural/multiracial team
- Relevant experience in the association/nonprofit and philanthropic sectors
- Professional training and short bios of the proposed project team members
- A sample list of past and current clients
- Contact information for a minimum of 3 relevant references

Proposal should be limited to 4 pages (excluding supplemental attachments) and emailed to Keri Mosey: [kmosey@wildriverscf.org](mailto:kmosey@wildriverscf.org).

Any questions regarding this proposal should be directed to Calla Peltier-Olson: [calla@hctayc.org](mailto:calla@hctayc.org).

