



# Request for Proposals Government Relations Consultant

## DETAILS

Job type: Contractor

Anticipated period of performance: November 18, 2024, onward (subject to contract renewals)

Application deadline: October 28, 2024

## SUMMARY

Eurasia Foundation announces a competitive tender to assist the organization in developing bipartisan relationships with members of Congress and strengthening its capacity for government relations. The chosen strategic partner will help Eurasia Foundation educate elected officials and their staff on the value of U.S. foreign aid and how Eurasia Foundation's work delivers on the U.S. government's commitment to enhancing good governance worldwide.

## ABOUT EURASIA FOUNDATION

Eurasia Foundation is a nonprofit international development organization committed to the idea that societies function best when people take responsibility for their own civic and economic prosperity. We envision a future where all people have the opportunity to realize their potential and transform their societies. Since 1992, Eurasia Foundation has equipped forward-thinking people across Europe, Eurasia, Asia, the Middle East and North Africa with the tools, knowledge, and resources needed to address issues of concern in their communities. Our success showcases the power of a vibrant civil society to drive real and lasting change.

## SCOPE OF WORK

The consultant will:

- Develop a stakeholder analysis and tactical strategy for approaching both champions and detractors on Capitol Hill and in the Administration.
- Develop an engagement strategy and tailored messaging for government audiences, especially those on key committees, such as the House Foreign Affairs Committee, Senate Foreign Relations Committee, and Appropriations Subcommittee on State, Foreign Operations, and Related Programs.
- Make introductions and set one-on-one meetings with members of Congress and the Administration to tell Eurasia Foundation's story.
- Represent and/or accompany Eurasia Foundation to the above meetings.
- Provide guidance and support to Eurasia Foundation staff to participate independently in these meetings.

- Develop a system for Eurasia Foundation staff to monitor and report on legislators' activities and public comments on issues and countries within our scope.

## **APPLY**

Proposals must include the following:

- **Written proposal** (maximum six pages).
- **Client references** (no page limit).
- **Budget** and **budget narrative** in U.S. dollars (anticipated budget up to \$50,000 for initial six months).

All application documents must adhere to the following guidelines. Applications that do not follow these requirements may be considered technically ineligible:

- Technical proposal must be submitted in Word or PDF format;
- All materials must be submitted in English.

The selection process is open and competitive. Participants will be selected based on the criteria outlined below.

- Clarity and suitability of the applicant's approach.
- Portfolio and past performance, including relevance of the applicant's expertise and successful track record of cultivating bipartisan relationships for international NGOs.
- Total costs outlined, as well as percentage breakdown of project components.

**Interested parties are invited to apply no later than 17:00 Washington, DC (UTC-5) on October 28, 2024.**