



December 1, 2021

## **Overview**

Metro Caring Colorado's leading anti-hunger organization is accepting proposals for a Food Is Medicine contractor.

This contractor will work with the Senior Manager of Food Sovereignty to create a diabetes focused analysis project as it relates to the services offered by the Nutrition Team and the shopping trips available through the Fresh Foods Market at Metro Caring. The position will coordinate work with community members, interns, and service-learning students to develop project design, logistics, data gathering and reporting; and develop comprehensive data analysis.

## **Background**

Metro Caring meets people's immediate food needs while addressing the root causes of hunger. We provide nutritious groceries to our neighbors, and organize cooking classes and clubs, urban agriculture, community wealth building opportunities, and activate and organize our community to work for policy and system change. We work with an ecosystem of activists and organizations such as the Denver Community Food Access Coalition and the Blueprint to End Hunger to build a movement to end hunger in Colorado. Metro Caring's diverse, and passionate community includes over 25,000 families who shop in our free fresh foods market or participate in gardening, nutrition programs, community wealth building, and/or as community leaders fighting for issues like more affordable housing and a livable wage, 5,000 volunteers (pre-COVID), and thousands of individual and institutional donors. Metro Caring's community represents a cross-class, multi-racial, multi-lingual base with diverse strengths and stories.

## **Objectives**

The Metro Caring Food as Medicine Project Contractor must possess the ability to build relationships with individuals and families of diverse cultural communities, as well as healthcare and possibly religious institutions working together with them to achieve goals and outcomes and support the data collection connected to these outcomes related to health, diabetes, nutrition, and well-being. A commitment to continued personal learning and growth around issues of race and class equity is necessary.

## **Description of Deliverables**

### **Project Team Collaboration**

- Train service-learning interns through in-person observation and coaching
- Create evaluation process to connect health with nutrition education and fresh food access, minding urban agriculture relationships
- Provide support for Nutrition Team in evaluation and data collection
- Communicate regularly with all team members about progress and needs

### **Food is Medicine Evaluation Project Development**

- Manage stakeholder participation, timelines, resources, and determine methods for data-gathering
- Conduct a situational assessment to determine assets, desires and needs of a community
- Build out appropriate relationships with health care institutions
- Select strategies and objectives, and build out project data points based on goals
- Develop project timeline and phases based on goals
- Implement project and collect data
- Analyze data and report outcomes to stakeholders

## **Term**

1 year contract

## **Compensation**

The compensation range for this work is \$29,000 and \$32,500 for 25 hours of work per week including all fees and expenses. The contractor is expected to carefully manage their budget to ensure that activities can be appropriately carried out for the duration of the contract timeline.

## **Reporting Structure**

The Contractor will report directly to Metro Caring's Senior Manager of Food Sovereignty and will also be expected to work closely with other staff including the Nutrition Team.

## **Questions**

Please answer the following questions in no more than four pages.

- Primary Contact: Include the name, title, phone number and e-mail address for the primary point of contact for communication regarding this proposal.
- Please describe your project plan for carrying out the deliverables. Include your proposed budget and draft timeline including how you will ensure timeliness of deliverables.
- Please tell us about your experience designing, coordinating and supervising data focused projects.

- Please tell us about your experience related to food insecurity and/or community health promotion programs
- Please discuss your experience using a logic model in health promotion program
- How would you define equity as to how it pertains to this area of work?

References: Please provide three professional references who are very knowledgeable about work you have done which would be relevant to this project (please include a description of working relationships and contact information).

Please send your responses to these questions (not to exceed five typed pages) in PDF format, along with your resume and any other supporting documentation, to Neambe Leadon at [job@metrocar.org](mailto:job@metrocar.org) no later than **December 15, 2021, at 5pm** Mountain Time. You may also send any questions about the RFP or process to Neambe ([nleadon@metrocar.org](mailto:nleadon@metrocar.org)) as well. Interviews with finalists will be conducted in person (this is preferred due to the nature of the project) with decisions made shortly thereafter.

*The review will identify the applications that most effectively meet the requirements of this RFP. The work will be offered to the contractor whose application conforming to the RFQ will be most advantageous to Metro Caring, price and other factors considered. Women, BIPOC, non-gender binary and LGBTQ-led organizations are highly encouraged to apply.*