

Division of Race and Equity

Capacity Building Institute

Call for Applications to Support Existing Training Opportunities

The City of Minneapolis' Division of Race and Equity is committed to healing and resilience grounded in the evidence of cultural experience and practice. Out of this commitment, the Division currently seeks applications from trainers who have existing or ongoing training opportunities for community leaders, community cultural healers, faith based leaders, those who work with youth, and mental and behavioral health professionals. Our goal is to build on what is already working and that which has proven success in community which can include conferences, communities of practices, and cohort-based training.

The Division of Race and Equity will hire trainers to provide participants with concrete education and skills to inform and address these issues. Trainers should have praxis around individual and community - based work. We also seek trainers who are able to deepen City of Minneapolis' staff and resident's collective agency and capacity to be well, understanding that trauma does not just affect us at an individual level, but communal. The Division of Race and Equity anticipates developing an ongoing relationship with training participants to support their leadership and engagement with their respective constituents around trauma and resilience. While we are most interested in supporting what is already working, we are also open to consider new possibilities if the applicant has a proven track record in terms of providing training.

SCOPE OF WORK

Trauma informed education and awareness

Provide trauma informed approaches, violence prevention, mental health literacy, and other related trainings

Increase understanding of historical and present day underpinnings of trauma, its effect on the body and effects on the community

Build the language and skills for faith based leaders and community cultural healers/leaders to provide their communities

Healing and Resiliency Approaches

Increase understanding in community on need and cause for healing

Draw on the assets and points of healing/resilience that are inherent in our communities

Provide tools to help facilitate healing in their communities and sustain their own healing

Underscore the importance of building community as a way of healing and resiliency

Highlights the interconnectivity between culture & spirituality, land, community, health and economics.

Provides opportunities for participants (City staff and residents) to build and deepen relationships

Political Education and Systems change

Provide education on the history of structural racism and institutional harm that drives current disparities

Increase analysis on harmful policies and practices within systems including city, county, and schools, and how to change them

Provide community organizing skills including 1:1s, power mapping, analysis of policy and systems, advocacy, and developing inside-outside strategies

Build power among participants both individually and collectively

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AUDIENCE

Trainings opportunities should be geared towards those who work and live in Minneapolis. Within this framework we want to provide space for training to be built in such a way as to speak to the general public as well as specific populations within Minneapolis. In order to meet this need, we ask for applicants to identify the audience that their training opportunities are designed for:

Capacity Building for the General Public: Applicants may design their training to speak to the broad scope of Minneapolis and the opportunities that show up across geography, culture, and other distinctions.

Capacity Building for Specific Geographies: While ReCAST Minneapolis covers a wide geography, we recognize the opportunity for training to be designed in such a way to meet the needs of a particular neighborhood, ward, or community.

Capacity Building for Specific Cultures: Our city is comprised of an array of racial and cultural groups, each which bring a set of unique strengths and needs. An applicant may wish to target their training to meet some of these cultural needs.

We invite you to submit an application to one or more of these identified areas by Friday, February 28, 2020 at 5 p.m. Please fill out the attached application and turn it into <https://tinyurl.com/sy3n65c>. If you have any questions, please direct them to ReCASTMinneapolisInfo@minneapolismn.gov.

ReCAST Minneapolis Background

Funding for the Capacity Building Institute initiative is made available through ReCAST Minneapolis. The ReCAST program, created by the Substance Abuse and Mental Health Services Administration (SAMSHA) is designed to address trauma that occurs in communities of color as a result of structural violence. The City of Minneapolis qualified for this funding as a result of the November 15, 2015 officer involved fatal shooting of Jamar Clark. A rally called by community members began in the afternoon of November 15 at the shooting scene, and continued into the evening a few blocks away outside MPD's 4th Precinct location for several weeks. Clark's death mirrored other incidents of officer involved shootings of African Americans across the country.

Though this type of violence has historic roots and has persisted for centuries within communities of color, movements across the country have elevated the need for racial healing as well as systemic transformation and justice. ReCAST aims to amplify this healing work by addressing the trauma that arises after incidents of civil unrest. ReCAST also looks at ongoing trauma as a result of a long history of policymaking, practices, and investments that have harmed communities of color. The overarching goal of this program is to promote racial equity and resilience in communities that have experienced civil unrest, with a focus on youth, their families, and others who live in high-risk geographies.

In September 2016, the City of Minneapolis was awarded a five-year grant to participate in this work. Through ReCAST, the City will take a concentrated approach to looking at the causes of trauma in our community as well as the factors that promote healing and resilience. The approach taken will be through the lens of racial equity- understanding that structural racism is the primary factor in the cause of trauma that exists within Minneapolis. Our goal is to ensure that the awareness, programming, and services that emerges from this work is rooted in a commitment to undo racism in our city as well as authentic grassroots community leadership at all levels.

ReCAST Minneapolis' Demographic and Geographic Focus

We are committed to working across Minneapolis' diverse racial and cultural communities in our work. This includes African Americans, American Indians, LatinX, Southeast Asian, and East Africans. Although racism is historic to the African American and American Indian communities in Minneapolis, the permanence of discrimination and disinvestment continues to affect and marginalize immigrant and refugee communities in our city as well. The intersection of race, class, religion, ethnicity, and culture keep those outside of the dominant culture resource poor as a result of policies, practices, and development that intentionally and unintentionally marginalize our communities.

In addition, we will focus on neighborhoods in South Minneapolis, North Minneapolis, and Cedar Riverside as these areas have the highest prevalence of stress related to underinvestment, environmental injustice, poor housing, education, lack of access to healthy food, and poor health outcomes in comparison to the rest of the city. When communities of color live in these areas that are already underinvested because of disastrous policy and development decisions – either by choice or as a result of steering – the disparities continue to mount.

Pertinent Logistics for Applicants

Responsibilities of trainers:

- Selected applicants will be responsible for hosting their training activities in the identified time period of April 1 – September 1, 2020.
- Trainers will work with ReCAST Minneapolis staff to advertise and recruit participants to their training
- Trainers will also be asked to provide space for evaluation and reflection for participants. Trainers can either use their own evaluation tool or ReCAST Minneapolis can provide trainers with one.
- Trainers will be required to fill out a reporting form that details all of their activities at a very high level.
- Finally, the trainer will work with ReCAST to secure CEUs for participants.

Qualifications & Experience for Trainers:

- Understanding of historical, structural, and intergenerational trauma and its impact on Minneapolis residents
- Community and evidence based practices around training in one or more of the scope areas (trainers should have curriculum and materials developed to meet this requirement)
- Proven connections and relationship with population of focus
- Demonstrated understanding and embodiment of human learning theory

Requirements:

- Please be sure to look over the Terms and Conditions document on ReCAST Minneapolis' web page. This document lists the requirements that your organization will need for insurance and also spells out what selected trainers will be agreeing to.

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- In addition to these terms and conditions, selected trainers will be required to submit a reporting form of their work sessions when they turn in their invoices.

Target Market Program

We ask that all vendors who are for profit companies to apply to be a part of the City's Target Market Program. Non-profit organizations do not need to apply to be a part of this program. You can find the link to apply on the City's Purchasing page at

<http://www.ci.minneapolis.mn.us/finance/procurement/TargetMarketProgram>.

Budget and Sustainability:

The Division of Race and Equity is in year 4 of ReCAST Minneapolis' 5-year program. Due to the nature of our funding, we are not able to guarantee funding for ReCAST Minneapolis' activities, including the Capacity Building Institute, beyond September 2020. Potential applicants should take this in consideration in their application to ensure the viability of their work beyond the ReCAST Minneapolis Initiative.

We intend on selecting up to 6 – 8 trainers with budgets not exceeding \$15,000. Funding can be used to:

- Offset expenses associated with hosting the conference and/or training opportunity
- Providing discounted or free admission for conference/training participants
- Covering administrative and planning costs associated with the conference/training opportunity
- Funds can pay for food up to \$3 per person
- Restrictions: Please read through all of the attachments for a complete list of restrictions.

Review Process

Proposals will be reviewed and evaluated by a committee made up of City of Minneapolis employees and community members. Evaluations will be based on the required criteria listed under the proposal format spelled out above. A collaborative process will be used to make final recommendations on awarding contracts to fulfill the scope of work. We anticipate multiple contracts being awarded in this process.

RFQ released February, 10

RFQ due by 5 p.m. February 28

Trainers notified by Wednesday, March 11

Information session for selected trainers on Wednesday, March 25 from 10 a.m. – noon

Training period April – September 29, 2020

Capacity Building Institute Application

Primary Contact Information including phone number:

Training Information:

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1. Please tell us about your training and its intended impact.
2. Tell us about the type of training this is:
 - a. Conference _____
 - b. Network of Practices/Community of Practices _____
 - c. Cohort-based training opportunities _____
 - d. Series-based training opportunities _____
 - e. Something else (please describe in detail) _____
3. Is this an existing or new training opportunity?
 - a. Existing
 - b. New
4. If this is an existing opportunity, tell us how funding through ReCAST will complement or expand on what you are already doing. If this is a new opportunity, please tell us how you are leveraging past successes and opportunities to build this?
5. What scope of work does the bulk of your training address?

Trauma and Awareness Raising	_____
Healing and Resiliency	_____
Policy and Systems Change	_____
6. Which audience does your training address?

Capacity Building for General Public	_____
Capacity Building for Specific Geographies	_____
Which geography?	
Capacity Building for Specific Cultural Groups	_____
Which cultural group?	
7. Does your training primarily address the needs of City staff, residents, or both?
8. Please indicate whether or not you need translation materials and/or other support systems to engage your intended population.
9. What does a successful training look like for you?

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10. Please provide the website or social media information where we may find information about your training.

Experience and Capacity:

11. Please describe the learning modalities that you will utilize in your training including but not limited to didactic, small group discussion, individual reflection, presentation, or coaching.
12. How will you ensure the safety of a participant who may become triggered during your training?
13. Describe background and related experience providing the required services, including experience developing and providing a training curriculum, experience discussing trauma and resilience with a variety of audiences, and experience working and partnering with specific communities.
14. Please list out any additional personnel you intend to work with on this project including subcontractors.
15. Please include two references who can speak to the quality of your training.

Cost and Sustainability

16. Please indicate proposed cost of service including a description of how costs were determined, hourly rates, direct cost, list of charges per classification of employee. Please include the hourly rates of each individual working on your project. Costs should also include how many hours it will take to prepare for your training.
17. Because we are now in year 4 of ReCAST's funding, we are asking all applicants across our programs to consider next steps for financial support after ReCAST. What long term plans do you have to sustain this work and how are you beginning to actualize those plans?

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