

REQUEST FOR PROPOSALS

Development of a Capital Campaign for Welcome Center at The Indigenous Peyote Conservation Initiative “Spiritual Homesite”

NATURE OF REQUEST

The Indigenous Peyote Conservation Initiative (IPCI) seeks proposals from qualified consultants to develop and execute a capital campaign for a Welcome Center at IPCI’s Spiritual Homesite. The selected respondent will collaborate with the IPCI’ leadership and board to strategize and implement a capital campaign plan from the ground up.

ORGANIZATIONAL BACKGROUND

Mission

IPCI’s mission is to empower Indigenous communities to reconnect with, regenerate, and conserve our sacred Peyote medicine.

Vision

We promote the health, wellbeing, and cultural revitalization of Native communities through reconnection to, sovereign use, and sustainability of the sacred Peyote and the lands on which it grows.

Impact

IPCI has engaged 818 Spiritual and Ecological Harvesters since 2019, working to strengthen the connection between people, land, and medicine. Through **1,600 acres in conservation leases**, we are protecting and restoring vital habitat while fostering knowledge and community. Our efforts include Harvest Lead and Assessment Training, the adobe construction of a conservation house and office with community participation, and the establishment of a **DEA-certified peyote nursery** to regenerate wild habitat. Alongside these initiatives, we continue to invest in rancher education, neighborhood relationship building, and community outreach. Intergenerational knowledge sharing remains at the heart of this work—through youth panels, elders’ teachings at our Thanksgiving Celebration, and guided ecological and spiritual harvests where traditional practices of entering the territory, gathering medicine, and conducting ceremonies are passed down with care.

PROJECT SCOPE

IPCI is seeking an experienced consultant to collaboratively develop a transformational

capital campaign from scratch. The objective of this campaign is to address the need for funding the architectural and engineering (A/E) fees and construction of a new Welcome Center that will serve the Indigenous Peyote Peoples as a place to gather, learn, and stay in the Peyote Gardens for generations to come. 7 Directions Architects/Planners developed the master plan and conceptual design for the Welcome Center and is currently leading A/E services.

We anticipate the scope of work to include the following:

- Conduct interviews with IPCI's leadership, directors, and stakeholders.
- Identify and evaluate resources within the organization that can support a capital campaign.
- Identify potential prospects by working with the IPCI's directors and leadership as well as within the consultants own networks
 - Complete an audit to assess internal capabilities to support a campaign.
 - Develop the IPCI's case statement and story.
 - Conduct confidential interviews with potential prospects.
 - Determine realistic campaign goals.
- Present recommendations to the IPCI's leadership and directors.
- Develop a campaign plan, including specific goals for dollars raised, milestones, and solicitation strategies.
- Develop a campaign calendar with a realistic and detailed timeline.
- Work with leadership to develop the campaign budget.
- Present recommendations to the IPCI's leadership and directors.
- Support the implementation and launch of the campaign.
- Produce campaign materials such as solicitation and leadership proposals, gift and leadership request letters, logos and brochures, gift and pledge documents, etc.
- Lead campaign solicitations and cultivation.
- Track and report progress toward established benchmarks and goals.
- A campaign wrap-up to include guidance on continued stewardship, campaign celebration, pledge reminders, campaign evaluation, and a wrap-up document.
- Proposals must include assessment and creation of organizational marketing materials as related to campaign.

EVALUATION PROCESS AND SELECTION

IPCI will select a firm or individual based on their ability to meet the overall expectations of the IPCI's board and leadership. The following criteria will be used in the selection process:

- The promptness and comprehensiveness of the response to the RFP.
- Understanding and sensitivity to the cultural aspects of the project.
- Technical quality and methodology of consultant's approach to organizing and

- managing the project.
- Proposed plan of action to create a robust and effective capital campaign with examples of previous success.
- Relevant experience and qualifications in nonprofit capital campaigns with similar-sized organizations.
- References from completed capital campaign consulting projects.

Anticipated Timeline

Content of Proposal

- Include an executive summary of your company's proposal.
- Describe your approach to capital campaigns, emphasizing how you can adapt it to reflect our unique artistic discipline, cultural background, and fundraising goals.
- Detail your proposed capital campaign strategy, showcasing your plan to seamlessly integrate our organization's cultural heritage into messaging, outreach, and donor cultivation efforts. We require culturally appropriate marketing materials, customized fundraising events, and donor recognition programs.
- Submit a well-defined timeline for the campaign, considering our organization's size and fundraising goals.
- Offer a transparent quote that details your fee structure, including expenses, billing schedule, and how your fees are tied to milestones achieved.
- Include at least three references for your company from the last 3-5 years. Please note the contact's name and contact information for each reference.
- List the names and qualifications of your team members who will be assigned to this project. We value experience in cultural sensitivity, capital campaigns, and your specific firm's methodology.
- Briefly outline any additional factors you consider essential for a successful campaign.

Proposal Submission

Deadline: Proposals Accepted Until role is filled

Submission Format: Electronic PDF

Submit To: Miriam Volat, Executive Director

Submission Email: Miriam@ipci.life