



Request for Proposals: Facilitator for Regional Food Security Convening

Overview

The Montezuma and Dolores Counties food security coalition, in collaboration with regional partners including members of the Ute Mountain Ute Tribal Nation, is seeking an experienced facilitator to co-design and deliver a day-long regional Food Security Convening in Montezuma County, Colorado in late-April/early-May. The convening will bring together community members, local officials, Tribal leadership, nonprofit and public agencies, the private sector, and individuals with lived experience to build shared understanding, strengthen collaboration, and develop a community-driven Action Plan to improve household-level food security across the Montezuma-Dolores-Ute Mountain Ute region.

Event Date:

- Food Security Convening: End of April/early May 2026 (Exact date TBD)
- Location: Lewis-Arriola Community Center, Cortez, CO (proposed)

Background & Purpose

The region has experienced ongoing disruptions to local and national food systems that have impacted regional food security, including the November '25 SNAP funding pause, economic shifts, and gaps in the social safety net. Community partners have stepped up in extraordinary ways, and now seek to build a more coordinated, resilient, and inclusive system that ensures long-term food security for all community members.

The spring convening will build on a January 29 film and panel event at the Sunflower Theater, which will introduce the broader community to the issue of food insecurity in the region. The convening will be the next step in a continuing regional conversation—not a stand-alone summit.

Goals of the Convening

Coalition Participants have identified six major themes for the facilitator to integrate into the event design with the support of the planning committee:

1. Regional, Inclusive Community Engagement

- Engage participants from across Montezuma County, Dolores County, and the Ute Mountain Ute Tribal Nation
- Ensure participation from diverse sectors, geographies, and roles
- Include local officials (Tribal Council, elected bodies, school boards, hospital leadership)
- Involve community members with lived experience in participatory and leadership roles
- Build on momentum generated by the Sunflower Theater film event

2. Shared Understanding of the Problem (Past, Present, Future)

- Present a systems-level history of how we arrived at the current state
- Describe current food insecurity realities
- Highlight anticipated future challenges
- Use storytelling to deepen understanding

3. Collaboration, Resource Sharing, and Alignment

- Strengthen coordination across agencies, nonprofits, private businesses, and community groups
- Celebrate examples of successful collaboration to date
- Create opportunities for organizations to share strategic plans
- Identify alignment and cross-sector collaboration opportunities

4. Preparedness and Community Resilience

- Explore risks such as government shutdowns and shifts in safety nets
- Identify strategies for coordinated responses and long-term resilience

5. Action-Oriented Planning and Ongoing Engagement

- Develop a concrete, community-owned Action Plan (1-3 years in scope)
- Host breakout groups focused on real planning and decision-making
- Identify clear next steps, responsible parties, and opportunities for ongoing involvement
- Create a “living document” for continued use

6. Culture, Art, and Creative Expression

- Integrate cultural elements (e.g. drum group)
- Use art to illustrate community experience and spark conversation
- Utilize storytelling as education and engagement

Desired Outcomes

If the convening is successful, participants will leave with:

- A shared narrative and accurate understanding of household-level food insecurity in the Montezuma-Dolores-Ute Mountain Ute region
- Clear opportunities for ongoing community involvement and leadership, particularly for those with lived experience of food insecurity
- A regional Action Plan with clear priorities and identified leads/support roles
- Strengthened relationships and connections across counties, sectors, and Tribal partners
- Engagement from the private sector
- A living, actionable document that guides next steps
- A sense of shared accountability

Scope of Work

The selected facilitator will work closely with the Good Food Collective’s Rural Food Access Coordinator who is able to provide 5 hrs/week in support and thought partnership. The selected Facilitator will be responsible for:

Pre-Event (March-April 2026)

- Meet with planning committee (2–4 meetings)
- Review community goals, existing data, and strategic plans
- Design an inclusive, culturally-responsive agenda for review & approval by Planning Committee
- Integrate artistic and cultural elements in collaboration with partners
- Identify facilitation methods to uplift lived experience
- Develop materials (agenda, worksheets, planning templates, discussion guides)
- Coordinate with the team hosting the Jan. 29 film event to build continuity

Event Facilitation (end of April/early May 2026)

- Deliver full-day facilitation at the convening
- Guide participants in creating an Action Plan
- Support community-led dialogue and uplift diverse voices
- Manage time, energy, and accessibility throughout the event

Post-Event (May-June 2026)

- Produce a concise summary of outcomes
- Compile Action Plan into a clear, usable document, in partnership with planning committee
- Provide recommendations for ongoing community engagement

Required Qualifications

Ideal candidates will demonstrate:

- Experience facilitating multi-sector convenings of 75+ participants
- Experience working with Tribal communities, rural areas, private and public sector, and culturally diverse groups
- Strong grounding in equity-based, community-centered facilitation
- Familiarity with food systems, food insecurity, or community resilience (preferred but not required)
- Ability to design creative, interactive, and action-focused sessions
- Skills in integrating storytelling and/or artistic elements
- Ability to synthesize complex discussions into actionable next steps

Proposal Requirements

Proposals should be a maximum of 5 pages and include:

1. Cover letter describing interest and approach
2. Facilitation philosophy & methodology
3. Sample agenda framework or process outline
4. Relevant experience & 1-3 examples of past work (Prior work samples do not count towards the 5 page limit)
5. Brief bio(s) of facilitator(s)
6. High level budget for your services, including:
 - a. Design and planning time
 - b. Facilitation day

- c. Travel/lodging (if applicable)
- d. Post-event synthesis

7. At least two references for similar facilitation work
8. Availability for late April-early May (including potentially Saturdays for the convening)

Budget

Please submit a proposed budget inclusive of all fees and expenses. The planning team anticipates proposals in the range of \$3,500-\$6,500, but will evaluate all submissions based on value and alignment.

Timeline

- RFP Re-Release: Wednesday, January 21, 2026
- Proposals Due: Accepted on a rolling basis, closing Friday, February 20, 2026 at 5pm
- Selection Notification: No later than March 20, 2026
- Convening Date: Late April/early May 2026
- Summary + Action Plan Completed: June 2026

Submission Instructions:

Please send proposals to:

Name: Alix Midgley, Rural Food Access Coordinator

Email: alix@goodfoodcollective.org

Subject Line: RFP – Food Security Convening Facilitator

Questions or requests for additional information can be made to Alix Midgley, Rural Food Access Coordinator at 970-403-5040 or alix@goodfoodcollective.org

The Good Food Collective works in deep partnership with stakeholders across Southwest Colorado to, together, build a more resilient and just food system. We believe that the value of food systems extend far beyond nourishment; they are essential mechanisms for addressing rural poverty, creating meaningful employment, honoring cultural identities, supporting population health & well-being, and building strong, connected, and civically engaged communities.