



Publication Consultant and Project Manager Request for Qualifications

The Bush Foundation is planning to publish a book about philanthropy. Our president, Jen Ford Reedy, is the author.

The book is intended to be most useful to new board and staff members of foundations, and to serve as an orientation to the field and philanthropic strategy.

We need help figuring out the best choices for how to publish and distribute the book and how to get it in the hands of people we think could benefit from it.

We are seeking a publication consultant and project manager to create: 1) a production plan, and 2) a marketing and distribution plan.

Both plans would include costs, timelines and vendor/partner recommendations.

We think of this as phase one of a partnership that could extend to a phase two to execute / manage the production process and the marketing and distribution, in coordination with Bush staff.

If you are interested in doing this with us, please send an email to Kia Vang at kvang@bushfoundation.org with a description of your experience related to:

1. project managing book production
2. developing and executing book marketing plans
3. experience with marketing books in the nonprofits/philanthropy realm and/or marketing through professional associations

We are also interested in understanding how you would think about an appropriate fee arrangement for the phase one work, understanding that the scope is not well defined at this point.

While we prefer to work with a consultant from the Bush region of Minnesota, North Dakota, South Dakota and the 23 Native nations that share that geography, we will also consider consultants from outside the region if they are a particularly good fit.

We are happy to receive this in whatever form is easiest for you. We don't expect a formal or fancy proposal. We are most curious about your experience related to what we've shared in this RFQ.

We will accept responses until **October 14, 2024**. After that date, we will begin having conversations with people who have expressed interest and seem like they could be a good match for our needs.

We also encourage you to complete a [Vendor Demographic Form](#) and email it to Kia at kvang@bushfoundation.org. We use this information to help us understand the impact we have through our vendor decisions.

Questions? Please get in touch with Kia!