



Request for Qualifications Fellowship Retreat Facilitator

Purpose

The Bush Foundation is developing a list of qualified Bush Fellow alumni to provide workshop facilitation for Bush Fellowship retreats.

About the Bush Foundation

The Bush Foundation works to inspire and support creative problem solving — within and across sectors — to make our region better for everyone. To do this, we invest in great ideas and the people who power them in Minnesota, North Dakota, South Dakota and the 23 Native nations that share the same geography. Learn more at bushfoundation.org.

Project Background

The Bush Fellowship program is a self-designed leadership program that gives individuals the flexibility they need to develop their own capacity to lead effectively. Each year, the Bush Fellowship hosts a retreat for new Fellows and for Fellows that are at the halfway point in their journey. The retreat is an opportunity to dive into the hopes Fellows have for the Fellowship and to plan for what is ahead. This experience is reflective, encouraging and a chance to unplug and reset.

Scope of Work

We're creating a pool of speakers and presenters to help with future Bush Fellowship workshop retreat needs. We would expect these consultants to work with our staff to curate presentation content and supporting materials that would complement the goal of the retreat and the Fellows.

Workshops or presentations should be one to three hours and for a group of up to 60 people. We are open to the style of facilitation, including presentation, art centered, healing movements and any other styles that will support our Fellows. Each year, we work to assess the skills and needs of leaders across our region. Our goal is to create a pool of consultants who may be able to present on the following topics. This list is an example but not exhaustive of all topics:

- **Health and Wellness**
 - Creating practices to sustain your leadership
 - How to care for yourself in ways that are authentic to you
 - Money and trauma
 - Somatic practices
- **Systems Change and Equity**
 - Leading systems change
 - Centering equity in leadership
- **Storytelling and Narrative Building**
 - Art as a practice
 - Reflection/self awareness
 - Building a futurist mindset
 - Developing a leadership plan

The budget will depend on the type of work, topic and length of session. In the past the budget has generally ranged from \$2,000 to \$8,000.

Proposal Requirements

In your proposal, please provide the following:

- Workshop title, brief description and projected outcomes
- Length of workshop (can it be done within 1-3 hours?)
- How long you've presented this workshop
- How many times you've have presented this workshop
- A list of the organizations you have worked with or facilitated this workshop for
- Two testimonials from organizations you have worked with

Proposals should not exceed four pages.

Submitting Your Proposal

To be eligible for this opportunity, you must be a Bush Foundation Fellow Alumni. We will be collecting submissions through April 2026 and considering them on a rolling basis. If you are interested in being considered for this work, please complete [the form](#) and attach your proposal and a completed [Vendor Demographic Form](#) to the form.

If you have any questions, please contact Adora Land, grantmaking director, at aland@bushfoundation.org.

Selection and Timing

We will review submissions on a rolling basis. At this time, we anticipate we'll need presenters at the following events:

- May 14-16, 2025 Bush Fellowship Retreat in Minneapolis, MN. We expect we will need someone under contract in March.
- May 2026 Bush Fellowship Retreat, location and dates TBD. Bush Foundation staff would review proposals in late 2025.