Reproductive Freedom for All 2023 Graphic Designer Request for Proposal

Organization Background
Reproductive Freedom for All fights for reproductive freedom for every person in every state. We organize and mobilize to ensure everybody has access to abortion care, birth control, paid family leave, and pregnancy discrimination protections.

Our Congressional Record on Reproductive Freedom is an essential resource in our work to hold elected officials accountable for their votes on reproductive freedom and to mobilize the 8 in 10 Americans who believe in the legal right to abortion.

Project Overview
The purpose of this Request for Proposal ("RFP") is to identify a graphic designer to assist us with the production of our annual Congressional voting record.

We are aiming to hire a graphic designer in early December 2023 with the goal of finalizing the digital version of our voting record in the first two weeks of January 2024 and going to print by the end of the month.

Graphic designers should have:
- Experience producing similar reports/scorecards
- Demonstrated ability to create products within a specific set of parameters
- Ability to be flexible as the production timeline can shift depending on the congressional calendar at the end of the year
- Willingness to go through multiple rounds of review and edits of their work.
- A demonstrated commitment to Reproductive Freedom for All's values of collaboration, equity, excellence, inclusion, and transparency
- A strong commitment to protecting reproductive freedom.

The consultant will work with our Government Relations team.

RFP Objectives

Reproductive Freedom for All is looking for a graphic designer to:

- Layout out report of approximately 30 pages. Content will include copy, tables and images. Bidder is expected to select stock photos and graphics from third-parties and secure appropriate usage rights.
• Produce final design, materials and concepts that are suitable for printing by a separate contractor.

Budget Details
The budget for this project is approximately $1000-$1800.

RFP Point of Contact and Timeline
Please direct all questions and submit all materials to:
Amy Williams Navarro, Associate Director of Federal Legislative Affairs
—awilliamsnavarro@reproductivefreedomforall.org

December 13, 2023: RFP is sent

December 18, 2023: Proposals must be received by Reproductive Freedom for All.

December 20, 2023: Review period closes

December 22, 2023: Graphic designer selected

RFP Questions
Your Experience and Approach
• Please describe your experience producing similar reports or scorecards for progressive organizations.
• Please describe your approach to allowing rounds of review of your work product.
• Please describe your approach to navigating setbacks and shifting deadlines.
• Please include 2-3 samples of your work.

About You
• Please provide the names and contact information of two clients or references with whom you have worked directly and can speak to your work.
• Describe your commitment to diversity, equity and inclusion. Provide specific examples that support this commitment.
• Describe your efforts to support reproductive freedom and social justice issues. Provide specific examples of these efforts, for example, have you worked with other progressive advocacy or reproductive freedom organizations?
• Please indicate whether you describe yourself or your company as identified below and whether there is certification/representation at the ownership level in the following categories:
○ Minority-owned
○ Women-owned
○ LGBT+-owned
○ Disabled-owned
○ Veteran-owned
○ Union affiliated