



States United Democracy Center/States United Action
Request for Proposal: Development and Grant Writing
Submissions Due: June 23, 2023

About States United

States United is a nonpartisan organization dedicated to free, fair, and secure elections — defending them today and improving our democracy for the future. We support state and local officials by providing the resources and expertise they need to run and defend our elections, keep elections safe, and make sure the will of the people is respected. States United was founded in the aftermath of the 2020 election. We operate as both the States United Democracy Center, a 501(c)(3) organization, and States United Action, the affiliated 501(c)(4) nonprofit organization.

States United focuses on four main priorities:

1. Helping state and local leaders protect elections
2. Working with state and local officials to prevent political violence
3. Holding accountable people and organizations who threaten our democracy
4. Advancing truth in elections and countering disinformation

About The Opportunity

States United seeks an experienced, seasoned grant writer to work on foundation grant applications and grant reports on an as-needed basis.

States United receives funding from various foundations, including family and private foundations. States United seeks a contract grant writer to assist with grant proposals and applications for renewals of our existing grants. We are seeking a grant writer with a proven track record in writing successful proposals for non-profits from diverse funding sources.

The grant writer will work closely with the Development team at States United, including the Chief Operating Officer, the Development Associate, and members of the executive team at the organization. The grant writer will be expected to quickly learn about the organization and its activities so that they can translate these activities into successful proposals.

The consultant will need to demonstrate:

- Excellent writing skills and extensive experience in writing grant proposals and reports

- Experience working in grant writing for non-profit organizations; working in the democracy and/or elections space is a plus.
- a recent track record of securing grant funding for non-profit organizations
- Excellent project management skills
- Ability to ‘jump in’ and learn about our organization.
- Ability to work with and coordinate with a team including development and communications staff
- An understanding of current trends in the philanthropic community

How to Submit

Please submit a proposal of no more than four pages in addition to the grant proposals detailed below. Proposals should include the following elements:

- **Match:** What makes you the best match for States United Democracy Center/States United Action? Please include an overview of your strengths tied to the core responsibilities listed above.
- **Experience:** Describe your experience with grant writing for organizations similar to States United as well as documentation of success in securing results via competitive proposals, including results over the past two years.
- **Approach:** Explain your approach to project management and how you would consider staffing for this project. Include the point person or team members to be assigned, their backgrounds and expertise, and their hours available for this project.
- **Budget:** Hourly fee.
- **References:** contact information from two comparable current or former clients
- **Sample Grants:** Two sample grant proposals (redacted identifying information acceptable).

Our vision is to find a partner to work with at least **through the end of 2023 if not longer**. We are seeking someone to work on an hourly basis, as needed. Time needed per month will fluctuate depending on grant opportunities and reports due.

Please submit proposals in PDF format by June 23, 2023, to Janika Beatty: Janika@statesuniteddemocracy.org.