



Request for proposals for strategic development Coalition of Latin Americans in UK (CLAUK)

1. Introduction

We are seeking to contract with an experienced consultant to support us with business planning and development for the [Coalition of Latin Americans in UK \(CLAUK\)](#), a coalition of Latin American voluntary sector organisations working together since 2012 for recognition of Latin American ethnicity and improved access to healthcare and labour rights.

Agencies and individuals wishing to bid to carry out this work should send a proposal by **27th June**, as detailed in Section Four of this invitation.

2. About CLAUK

The Coalition of Latin Americans in UK (CLAUK) is a coalition of Latin American organisations from the voluntary sector that have come together to raise awareness and understanding of the issues facing the Latin American community in the UK and to provide a collective voice for, and represent the collective interests of the Latin American community in the UK.

3. Project details and deliverables

After 10 years of collective work, and having recently successfully delivered a coordinated response to the Covid-19 pandemic, CLAUK has embarked in a process to review its governance structure and strategy. Following the revision of the terms of reference, the next step is the development of CLAUK strategic plans aiming to strengthen the impact and sustainability of our work. More than ever, we need a comprehensive long-term strategy to join forces to tackle the challenges of Covid and Brexit, increase access to services, information and support, improve our community's wellbeing and progress the structural integration of the Latin American community in the UK.

We are looking for expert support to develop CLAUK strategic plans for the next five years. The consultant is required to deliver the following outputs:

- Produce CLAUK Business Plan, review CLAUK mission and vision and develop the strategic priorities for each key area of work.
- Produce the Operational Plan, setting up a practical action plan for each area of work.
- Develop CLAUK fundraising plan and support the development of two funding applications.
- Develop CLAUK communication strategy.
- Update CLAUK code of conduct, develop CLAUK values, and create a dispute resolution process and complaints policy.





- Outline the preliminary implications of CLAUK setting up as an independent consortium.

4. Tender Process:

Organisations and individuals bidding to carry out this work should send a proposal which provides the following information:

- The proposed approach and methods
- Their track record of working on comparable projects
- The project team, including the main contact
- The main tasks to be carried out and the days allocated to each task
- The costs per day and the total cost for this project

The indicative budget for this work is up to £14,000-17,000 (including VAT) and value for money will be considered as part of this assessment process. We believe the approach would include working with us over a six to eight-month period.

Submissions of interest, which should be of no more than 3 to 4 pages should be submitted to lucia.vinzon@irmo.org.uk by **27th June** with CLAUK proposal in the subject heading.

