



REQUEST FOR PROPOSAL (RFP)

To: All Interested Consultants and Contractors
From: Arnie Sowell – Executive Director, NextGen Policy
Date: December 2025
Subject: Request for Proposals – Apprenticeship Expansion Program
Apprenticeship Technical Assistance Provider

1. Introduction and Background

NextGen Policy is a California-based, Black-led, non-profit organization fighting for progressive, justice-centered policies and programs that positively impact all Californians. NextGen Policy's work advances environmental, social, gender, racial, and economic equity through legislative advocacy, grassroots partnerships, strategic communications, and democratic civic engagement. For more information, visit www.nextgenpolicy.org.

NextGen Policy is seeking proposals from qualified consultants and contractors to work on behalf of federal grant projects on a contractual basis in the following area of work:
Apprenticeship Technical Assistance Provider.

The scope of services detailed here will be 100% funded with federal dollars as part of a \$6 million project with the U.S. Department of Labor. No non-governmental sources will be expended to cover the project.

Interested parties are invited to submit a proposal that outlines their capabilities and approach to successfully providing the services listed below – and to meet the requirements set forth below.

2. Project Overview

NextGen Policy, through strategic partnerships and collaboration, is leading a transformative initiative to develop and expand Registered Apprenticeship Programs (RAPs) within California's public sector. Our mission is to help local governments attract, train and retain quality talent by creating sustainable career pathways that leverage the power of apprenticeship.

Through intentional, diverse, and equitable outreach, recruitment, and retention strategies, NextGen Policy and partners will work together to increase the awareness, availability, and accessibility of RAPs to increase participation of apprentices from underserved and under-engaged populations.

Partners will leverage their expertise and their networks of community-based partners and related organizations, such as workforce development agencies, educational institutions, and advocacy groups, to align support services and wraparound resources for apprentices participating in the programs.

We will provide training and technical assistance on program design and development, as well as help match public sector employers with other partners in the ecosystem such as sector intermediaries, local education agencies, and community based organizations to reduce administrative barriers and align wrap-around support services.

3. Scope of Work

The selected individual or firm will be responsible for providing the following services:

- Introductions to elected local government officials interested in creating talent pipelines and potentially open to apprenticeship as a model
- Introductions to local government staff responsible for hiring and personnel decisions
- Strategic advice on engaging with local government stakeholders
- Insights into workforce challenges facing public sector employers
- Support developing a pipeline of public sector employers interested in partnering with the hub to develop or expand registered apprenticeship programs
- Feedback on the design of educational convenings, communities of practice and technical assistance materials targeting public sector employers
- Support in maintaining public sector leaders' and staff's level of commitment and comfort as they move through the RAP development process using established trust
- Support in developing and disseminating survey and marketing materials targeting public sector employers within your network

Applicants should outline how they intend to meet these requirements and detail their approach to accomplishing the work.

The contracts will tentatively run through August 2028.

Experience and familiarity with Uniform Guidance for Federal Awards is not required but is preferred.

4. Proposal Requirements

Applicants should submit a proposal that includes the following sections:

- **Company Information:** Provide a brief description of your company, including your experience in providing similar services, company size, and key personnel.
- **Technical Proposal:** Describe your approach to delivering the requested services. Include your methodology, project management processes, timeline, and any technology or tools that will be used.
- **Pricing:** Provide detailed pricing for the project, including all costs associated with delivering the services (labor, materials, travel, etc.). Please indicate whether the pricing is firm or if there are any conditions that may lead to changes in cost.
- **References:** Provide at least three references from similar projects or clients that you have worked with. Include contact information and a brief description of the work performed.

Note – By submitting a formal proposal, applicants are confirming that neither the organization nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation by any federal department or agency, in accordance with 2 CFR 200.213 and 2 CFR 180.

5. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

1. Experience and qualifications (25/100 points)
2. Approach to meeting project goals (40/100 points)
3. Pricing and overall value (20/100 points)
4. References and past performance (15/100 points)

6. Timeline

- **RFP Release Date:** Tuesday, December 16, 2025
- **Proposal Submission Deadline:** Friday, January 9, 2026
- **Anticipated Selection:** Friday, January 23, 2026
- **Projected Start Date:** February 1, 2026

7. Submission Instructions

All proposals must be submitted electronically to Sandra Lyon at sandra@eliostrategies.com by Friday, January 9, 2026. Please reference “**NGP/RAP Program: Apprenticeship Technical Assistance Provider – Proposal Submission**” in the email subject line. Late submissions will not be considered.

8. Contact Information

For general questions or more information about this RFP, please contact sandra@eliostrategies.com.