

Unitarian Universalist Association Common Endowment Fund (UUCEF) REQUEST FOR PROPOSALS

<http://www.uucef.org>

Organization Overview: Established in 1962, the UUCEF is a professionally managed, diversified investment fund, offered by the Unitarian Universalist Association (“UUA”) to manage assets of more than 340 congregations, districts, and other UU-related organizations. As of 6/30/21 assets total \$270 million. The fund is managed by UUA staff in collaboration with profession advisors, with guidance and oversight from two UUA board appointed volunteer committees: 1) Investment and 2) Socially Responsible Investing.

RFP Need: We seek consultants to help us grow into our commitment to anti-racism and social justice. As a key component of dismantling white supremacy in our investments, we seek proposal responses from Black and/or Indigenous leaders for this critical racial justice work. Consultants will assist with two growth components:

1. Facilitating a training on racial justice investing (RJI) for endowment stakeholders, and
2. Providing consulting services to help grow our [community investing \(CI\) portfolio](#) from 1% to 5% of total assets. Current total is \$2.7M made up of ~50 CDs/loans in ~35 [U.S. Treasury certified CDFIS](#) and a few non-certified entities.

Specific activities / areas of engagement:

1. Training on racial-justice investing in November 2021 should cover:

- a. Grounding in definition of and typical approaches to RJI
- b. Landscape of BIPOC led and/or beneficiary focused investment options
- c. Current issues in CI industry (e.g., \$3B for CDFI Fund, new funds)
- d. Overview of newer CI options, e.g.,
 - i. New “non-extractive” investment funds
 - ii. Community participation investment options
 - iii. Publicly traded “racial justice” branded options (e.g., NAACP ETF)
- e. Facilitation / assessment of UUCEF readiness for RJI work

*** Assume two training days with 10-15 UUCEF stakeholders outlined above.**

2. Consulting on Community Investment Portfolio Management

- a. Develop/update due diligence tools and operating policies
- b. Develop standard period report templates and instructions
- c. Develop standard holding profiles for publishing on website
- d. Develop General Assembly (annual UUA conference) presentation
- e. Advise on integration of CI into quarterly calls (e.g., guest presenters)

Request for Proposals Responses: We welcome responses from respondents addressing any of the following:

- 1) Proposals to assist with both the training and consulting engagements:
- 2) Proposals to assist with either single engagement, training, or consulting
- 3) Proposals from a collaborative of consultants addressing both engagements

Please help us spread the word widely by forwarding this RFP to your network.

RFP Response Components: Submit a cover letter and supporting information addressing each of the following:

- 1) Company / Consultant profile addressing relevant RJI training and/or consulting experience
- 2) Sample approach / curricula for November training
- 3) Sample pre-training stakeholder engagement/preparation
- 4) Sample activities and timeline for CI consultant work
- 5) List of needed info/material for each component
- 6) Sample timeline and of engagement hours estimate for pre-training, training, consulting, etc.
- 7) Detailed budget breakdown for each of the two components

If interested, please submit a proposal by **September 17, 2021**, via email to treasurer@uua.org with subject "**RJI Consulting Proposal**". Use same email for any specific RFP questions.