

REQUEST FOR PROPOSALS (2023 – 2024)

STATEWIDE SERVICES

RESEARCH – UNDERSTANDING PA'S CREATIVE WORKFORCE

DUE DATE: April 1, 2024

OVERVIEW

Pennsylvania enjoys a diverse and dynamic creative sector that is propelled by a diverse and skilled creative workforce. According to the Bureau of Economic Analysis, in 2021, there were over 165,000 Pennsylvanians employed in arts and cultural production. The Pennsylvania Council on the Arts (PCA) recognizes the important role that the creative sector plays in PA's economy and the opportunity to develop support systems and policies that ensure that PA is a leader in developing and retaining a creative workforce.

As a step in advancing our understanding of PA's creative workforce, the PCA is issuing this Request for Proposals (RFP) to support a research project that takes a quantitative and qualitative approach to describing key attributes of PA's creative workforce, including but not limited to, its size, composition, geography, challenges, and opportunities. The PCA anticipates using the results of this research project to inform our planning processes and investments, as well as sharing with stakeholders across Pennsylvania.

AWARD

PCA anticipates approving one applicant with a non-matching award of up to \$125,000.

PROJECT LENGTH

Applicants may propose a research project with a scope lasting up to 24 months.

ELIGIBILITY

Applicants must be a nonprofit, tax-exempt corporation, a unit of government, or a non-profit college or university.

REVIEW CRITERIA

Responsiveness of Proposed Approach and Implementation Plan - Applicant demonstrates a responsiveness to this RFP in the proposed approach, implementation plan and proposed project budget.

Experience with Comparable Projects - Applicant demonstrates a successful history of conducting comparable research projects.

Capacity - Applicant demonstrates organizational and key project staff capacity to carry out the research project as proposed.

SUBMISSION PROCESS

All questions regarding this process and completed proposals should be submitted to Jamie Dunlap and jadunlap@pa.gov

PROPOSALS MUST INCLUDE THE FOLLOWING

- Applicant Name
- Applicant Address
- FEIN #
- Contact Name
- Contact Email
- Contact Phone

APPLICATION NARRATIVE (not to exceed **five** pages):

1. Describe your research approach and implementation plan, including a timeline and key benchmarks.
2. Describe your relevant experience with a comparable project(s) and demonstrated outcomes.
3. Describe your capacity to carry out your proposed research project and key team members who will be assigned to the project.

ATTACHMENTS:

1. Proposed project budget based on amount requested.

2. Resume(s) of project lead(s) and key team members, as applicable.

APPLICATION REVIEW PROCESS

Proposals will be reviewed by a committee based on the review criteria. Committee recommendations will be presented to staff and the Council, the PCA's governing body. Council will act on recommendations and has final authority in the awarding of grants. Applicants will be notified about the status of their applications. Approved applicants will be notified via an email outlining the next steps in the grant award process.

HOW TO APPLY

STEP 1. THOROUGHLY REVIEW THIS DOCUMENT.

STEP 2. CONTACT Jamie Dunlap at jadunlap@pa.gov or 717.525.5542 if you have questions.

STEP 3. SUBMIT VIA EMAIL to jadunlap@pa.gov by April 1, 2024.

HARD COPIES ARE NOT REQUIRED.

Agency Mission

To strengthen the cultural, educational, and economic vitality of Pennsylvania's communities through the arts.

Overarching Value:

Diversity, Equity, and Inclusion

Promote equitable access for all Pennsylvanians to participate fully in a creative life and in the diverse forms of arts and culture in the commonwealth.

arts.pa.gov