**Regional
Conservation
Partnership**
N E T W O R K

2017 – 2018 RCP Exchange Program Pilot

Request for Proposals

Background

Launched in 2012, the Regional Conservation Partnership (RCP) Network is comprised of representatives from 43 RCPs, state and federal agencies, conservation organizations, institutions, and foundations representing New England and eastern New York. Network members have helped 25 RCPs overcome staffing, financial, information, and expertise constraints and have raised over $5.4 million in grants since 2009. In 2015, Network leaders embraced the RCP Handbook, formed a steering committee, drafted and adopted a mission statement, and worked to identify goals and objectives and priority activities. One of these priority activities included the development of a peer exchange program for RCPs. In early 2017, the RCP Network was one of three initiatives from around the country chosen to participate in a pilot peer exchange capacity building program of the Network for Landscape Conservation (NLC). NLC has assisted the RCP Network in the design and implementation of this peer exchange program, called "RCP Exchange" to highlight the intention of this program.

The RCP Network is piloting the 2017-2018 RCP Exchange with funding from the Highstead Foundation (Highstead). If successful based on participant evaluations, Highstead is prepared to continue to support the program at the same level of funding for two more years after which continued demand for the program will be assessed.

Project Description

RCP Exchange will provide modest financial support to make it easier for RCP leaders to train each other in organizational management, communication, fundraising, stakeholder outreach and engagement, and multi-landowner land protection, etc. One example of a potential training module includes a half-day training workshop by the Giving RCP to members of the Receiving RCP followed by check-in phone call consultations, a follow-up meeting, a review of completed activities, and evaluations completed by leaders from both RCPs.

In the 2017-2018 grant round, there will be up to four grants of $2500 for trainer time and expenses and possibly to cover training workshop expenses. The 2017-2018 RCP Exchanges will begin on September 1, 2017, and all final evaluation forms will be submitted by September 1, 2018.

Application Procedures and Deadlines

RCP Exchange will be administered through two consecutive and simple RFPs for Receiving RCPs and Giving RCPs. This document includes descriptions of both RFPs, which will be online forms to be completed by prospective RCPs.

Eligible Receiving and Giving applicants must be an RCP identified on this map. A partnership can be both a Receiving and a Giving RCP but not in the same grant period.

Prospective Receiving RCPs will have completed the online proposal form by the submission date (July 1, 2017) (see Appendix B). The RCP Network Steering Committee will review all proposals and confirm their status as complete or incomplete. All complete proposals will be considered.

Before July 15, 2017, RCP Network staff will post on RCPNetwork.org and the RCP Network's LinkedIn group a list of the Receiving RCPs' training objectives/needs without attribution. People interested in having their partnership participate in the RCP Exchange as a Giving RCP will be directed to complete another online form by September 15, 2017 (see Appendix C) that will serve as their statement of interest, expertise, and capacity.

By October 15, 2017 the RCP Network Steering Committee or its Coordinator will match up to four pairs of Receiving and Giving RCPs based on their proposals and statements of interest. A committee member will then facilitate a conference call between the matched RCPs to help design an RCP Exchange program that matches the interests and capacities of both groups (see Appendix A for a model RCP Exchange design). RCP Exchanges can begin after October 15, 2017, and must be completed by Sept. 15, 2018.

Schedule for the 2017-2018 RCP Exchange Program

- May 2, 2017 – Launch of 2017-2018 RCP Exchange, Posting of the RFP and Receiving RCP proposal form.
- July 1, 2017 – Deadline for submission of the Receiving RCP online proposal form.
- July 15, 2017 – Posting of RCPs' training objectives and needs on RCPNetwork.org and Linked In.
- September 15, 2017 – Deadline for submission of the Giving RCP form/online statement of interest, expertise, and capacity.
- October 1, 2017 – Matches will be made and phone calls scheduled between Receiving and Giving RCP pairings.
- October 15, 2017 – Beginning of the 2017-2018 RCP Exchange
- Sept. 15, 2018 – Deadline for completion of the 2017- 2018 RCP Exchange evaluations.
- Nov. 15, 2018 – A workshop on the 2017-2018 RCP Exchange for participants in up to four pairings to share lessons learned to help improve the program.

For more information about this program, and or for assistance, please contact Bill Labich, Senior Conservationist, Highstead Foundation and Coordinator, RCP Network, at blabich@highstead.net

APPENDIX A

Example of an RCP Exchange Training Module

- Month 1-2: Convening of representatives of the up to 8 participating RCPs
- Month 1-2: Design training program delivery and materials
- Month 3-4: Half-day workshop ending with homework and tasks for Receiving RCP
- Month 5-6: One to two check-in phone calls/Skype for consultation
- Month 6: Check-in call with RCP Exchange Program/Highstead staff
- Month 7-8: Meeting to review tasks and Q&A
- Month 9-10: Check-in phone calls/Skype
- Month 11-12: Final review and submission of evaluation
- 2018 RCP Network Gathering: Exchange of lessons among all 8 RCPs.

APPENDIX B

Receiving RCP Exchange Proposal Form: Live Survey Form

RCP Name:			
Point of Contact -			
Name:	Title:	Organization:	Email:
Phone:			
Role of in RCP -			
Host Partner	Coordinator	Steering Committee	Other
RCP Stage of Development	Emerging	Maturing	Conserving
RCP Current Activities			
Where does your RCP want to be in three years?			
Desired RCP Exchange Training Subject			
Activities			
Desired Outcomes from RCP Exchange			
Names of RCP(s) you know you want to engage			
Names of RCP members to be involved in training and able to commit to full participation			
Agree to do the following:	Yes	No	
Participate in phone call to design program?			
Cover typical meeting costs and other expenses involved with engaging members of your RCP in a training?			
Complete your program?			
Evaluate your RCP Exchange program?			
Share lessons about the RCP Exchange at the 2018 RCP Network Gathering?			

APPENDIX C
Giving RCP Exchange Statement of Interest, Experience, and Capacity

RCP Name:			
Point of Contact -			
Name:	Title:	Organization:	Email:
Phone:			
Role of in RCP -			
Host Partner	Coordinator	Steering Committee	Other
RCP Stage of Development	Emerging	Maturing	Conserving
RCP Current Activities			
Where does your RCP want to be in three years?			
Which RCP Exchange Training Objectives would you wish to support?			
What kinds of Activities would you envision would be part of your RCP's training offerings?			
Distance willing to travel?			
Names of RCP(s) you know you want to engage			
Names of RCP members to be involved in training and able to commit to full participation			
Agree to do the following:	Yes	No	
Participate in phone call to design program?			
Complete your training program as you have designed it?			
Evaluate your RCP Exchange program?			
Share lessons about the RCP Exchange at the 2018 RCP Network Gathering?			