

Invitation

Delaware Humanities and the Delaware Historical Society are seeking proposals from facilitators experienced in strategic conversations and planning to lead the Delaware Historical Society and Delaware Humanities through an action planning process for National History Day in Delaware. Applications are to be delivered via email to ghastings@dehistory.org. Proposals must be received by January 13, 2025 at 5 PM EST to be considered.

Term of Contract

The term of contract will be from approximately January 1 – August 30, 2025.

Delaware Humanities and the Delaware Historical Society's Mission and Background

Founded in 1973, Delaware Humanities' mission is to strengthen our communities by encouraging all Delawareans to be inspired, informed, and engaged through exploring the diversity of the human experience. We provide grant funding and program resources to nonprofit organizations throughout the state of Delaware. Delaware Humanities is the state affiliate of the National Endowment for the Humanities (NEH). In 2023, Delaware Humanities became eligible for grant funding from NEH to assist in the state's history day program.

Founded in 1864, the Delaware Historical Society's mission is to preserve, promote, and share Delaware's history in a welcoming environment to educate, inspire, and empower people and communities. Delaware Historical Society (DHS) has acquired nine historic buildings related to Delaware's past and an extraordinary collection of more than 3 million objects, books, documents, photographs, and maps. DHS also offers K-12 and public educational programming. DHS is the sponsoring and coordinating institution for the National History Day (NHD) competition in Delaware.

National History Day

National History Day is a nonprofit education organization which promotes the study of the past in order to put the present into context and inform the future. The core program of NHD is the National History Day Competition. Students in grades 6-12 are invited to create an exhibit, write a paper, conduct a performance, produce a documentary, or create a website based on the annual theme. Competitions are first held at the state level where the projects are judged by qualified volunteers. State champions then have the opportunity to compete in the national contest, held each year in College Park, Maryland.

The Delaware Historical Society has been the home of the Delaware competition since 1997. DHS supports teachers and students participating in the National History Day in Delaware program through professional development, classroom instruction, curriculum, and student workshops. Through National History Day in Delaware, DHS hopes to utilize its resources to help diverse students and communities connect with the past to enrich their present and shape their future.

Desired Outcomes

Delaware Historical Society and Delaware Humanities have been working to assemble a group of teachers, NHD judges and sponsors, academics from local universities, and board members from

both organizations to be part of the strategic conversations. We expect the consultant to work with and meet with this group.

We hope that the process will lead to an action plan which outlines steps for future NHD contests in Delaware to recruit:

- Public school participants
- Kent and Sussex County Delaware participants
- A greater diversity of students

Proposed key questions:

- Why are schools in Kent and Sussex County not participating?
- Why are charter and private schools more likely to participate than public schools?
- Why are underserved schools in New Castle County not participating?
- What would need to change in order for Kent and Sussex County schools, public schools, and underserved students to be able to participate?
- What are the best practices for outreach to underserved audiences?
- What are general areas for improvement for the contest administration?
- What could be improved, what is feasible for the Delaware Historical Society to achieve?
- What other resources would the historical society need and how could they be obtained?
- How could Delaware Humanities use its resources to assist DHS in reaching the identified goals of Delaware's National History Day?

Anticipated deliverables:

- Interim Status and State Contest Report (Attending Delaware NHD is required. Contest date will be determined prior to application due date.)
- Facilitation of strategic conversations which lead to an action plan to reach the above listed goals for history day moving forward
- Presentation to the DHS NHD Committee on the action plan

Application Content

Please be sure your application includes:

- Name of principal contact, telephone number, and email address
- A resume or CV of the principle contact
- Approach you would take to facilitating these conversations
- Your earliest availability to begin the project – below is the preferred timeline, but dates are open for negotiation for well qualified candidates
- Budget – pricing must be inclusive of all costs including travel
- Three references for similarly contracted services within the last ten years including names, address, phone numbers, email addresses, and services provided

Timeline and Budget

The following timeline outlines key events related to the RFP process and evaluation activities proposed. Note that all dates are subject to negotiation during the final contracting process.

Date	Event
10/28/2024	Call Issued

1/13/2025 by 5 PM EST	Application Due
1/21-1/23/2025	Interviews with Final Candidates
1/27/2025	Awardee Notified
2/3/2025	Contract Timeline Developed
2/10-2/21/2025	Meeting with Project Leads
2/24-3/28/2025	Strategic Conversations
3/29/2025, 4/5, or 4/12 (final date TBA)	Delaware History Day
4/2025 (final date TBD)	Interim Status and State Contest Report
4/2025-7/1/2025	Follow Up Strategic Conversations (if necessary)
8/1/2025	Action Plan Suggestions Due

Please submit a budget with your proposal. Pricing shall be inclusive of all costs. The anticipated budget is \$7,500.

Questions

Questions can be sent to Garrett Hastings at ghastings@dehistory.org. The deadline for questions is Monday, January 6 at 9 AM.