

STAGES OF THE RFP PROCESS

Typical stages of an RFP process:

- Establish the committee
Sometimes an ad-hoc committee is formed for the RFP process, or additional members appointed to the Endowment Committee to provide additional expertise
- Review and affirm endowment policies
This requires reviewing the IPS, other endowment policies, the nature of current funds, and any donor restrictions
- Prepare the RFP
- Send out the RFP
- Receive and review responses
- Interview finalists
- Make decision and inform respondents of the decision