

HENNEPIN COUNTY MINNESOTA

Welcome!

Information session for Community Engagement Roster participants



Hosted by: Engagement Services, Purchasing and Contract Services, and Budget and Finance Departments



For best results, please:

- Mute your microphone
- Use video only when you are speaking
- Use the chat function to ask or respond to questions
- Raise your virtual hand to talk





Introductions

Program overview

Submitting a proposal

• How to submit a proposal in the Supplier Portal

A winning proposal

• How to write a good proposal



Program overview



Hennepin County Engagement Services' philosophy

Strategy Engagement Services' strategy is to create and strengthen long-term, sustainable relationships built on trust. This strategy aligns with and supports the County's mission, vision, core values and disparity work.

Philosophy Hennepin County is committed to thoughtful, strategic engagement both internally and externally that is genuine, sustainable and done with heart and intention.

Approach We do this work by engaging with humility, listening intentionally and problem solving in relationship with others. We are committed to listening, engaging, responding.



Why are we contracting with community partners?

Priority to listen, respond, and engage with county residents



Gain understanding of residents' direct experience and build trust for sustainable relationship building

R

Develop relevant outcomes for all communities - Black, Indigenous, people of color & women



Recognize and value community expertise



What is the program?



Establishes a roster of community engagement organizations



Organizations sign one initial contract that covers legal terms for all work – not a guarantee of work



County staff can request engagement services from the roster



If selected for an opportunity, sign a shorter contract before starting work



What are the benefits?



Easier and faster contracting process



Legal terms signed only once which saves time



Reduced contract requirements, like lower insurance limits



County staff can find organizations by their areas of expertise



Supplier Portal demonstration – submitting a proposal



Supplier Portal resources

Help is available

- Supplier Portal <u>help page</u>
 - Phone support: (612) 543-5412 (M-F, 8:00 a.m. 4:30 p.m.)
 - Email support: <u>supplierportal@hennepin.us</u>
- How to respond to an event
 - How to respond to an event (PDF)
 - <u>Responding to an event (YouTube)</u>



A successful proposal



Pueblos De Lucha Y Esperanza

- Responded to the RFP in detail
- Provided specific answers:
 - Areas of expertise
 - Work plan activities
 - Timeline of activities
 - Community of focus: cultural and geography
 - Communications methods with social media
 - Outcomes



Pueblos' budget

- Specific to their deliverables
- Realistic to their capacity
- Specific number of activities
- Well within overall project budget



Este es un espacio de conversación comunitaria para resaltar sus historias, sus ideas, sus esperanzas y sus preocupaciones. **Queremos escuchar de till**

Escuchar atentamente y asociarnos genuinamente con la comunidad es nuestra forma de garantizar el mejor proyecto posible de Extensión de la Línea Azul que maximiza las oportunidades y los beneficios para nuestras comunidades en las próximas décadas.

Para obtener más información y actualizaciones sobre el proyecto de tren ligero Blueline Extension, visite www.mybluelineext.org

HÁGANOSLO SABER O DEJE UN BREVE COMENTARIO SOBRE EL PROYECTO BLUE LINE EXTENSION.



Review and wrap-up



Key resources

Help is available

- Training materials are on program site
- Engagement Services website
- Program Manager <u>engagementroster@hennepin.us</u>
- Supplier Portal <u>help page</u>
 - Phone support: (612) 543-5412 (M-F, 8:00 a.m. 4:30 p.m.)
 - Email support: <u>supplierportal@hennepin.us</u>
- Purchasing <u>contracts@hennepin.us</u>
- Hennepin County <u>business support programs</u>



Questions



