CT Arts Learning Collaborative

Request for Proposals - Data Consultant
Released: February 22, 2025

1. Introduction

The CT Arts Learning Collaborative—a National Endowment for the Arts–funded initiative—is seeking proposals from data consultants with experience in collective impact and the arts. The project aims to advance high‑quality, equitable arts learning for all Connecticut students during an 18-month period (January 1, 2025 – June 30, 2026).

The project is guided by three primary goals:

1. Create and implement a data strategy that gathers sufficient information about arts learning—including indicators for "how much" and "how well"—for all Connecticut K–12 students.
2. Organize Connecticut's arts learning sector to build a shared sense of identity and purpose by convening stakeholders such as educators, teaching artists, state agencies, funders, and non-profit service providers.
3. Create a first draft of a strategic action plan with the outcome of providing high-quality, equitable arts learning for all students in Connecticut.

Learn more about the CT Arts Learning Collaborative at https://ctartslearningcollaborative.org/.

2. Scope of Services

The selected data consultant will work with the CALC Steering Committee to develop and begin implementing its approach to data collection and strategy during this emerging phase. Key responsibilities include reviewing existing data practices, identifying gaps, and synthesizing available insights into a comprehensive report that will support the strategic planning process.

The consultant will be expected to support with the following key project activities related to data:

- **Review & Assessment:**
  - Evaluate the current approach to data and existing data sources.
  - Identify key data gaps and areas for enhancement.
- **Strategy Refinement:**

- ○ Develop a formal data strategy that gathers sufficient information about arts learning—including indicators for "how much" and "how well"—for all Connecticut K–12 students.
- ○ Update data collection, analysis, and reporting methods to ensure actionable insights.
- ○ Develop dashboards and reporting templates to facilitate ongoing monitoring.
- **Collaboration & Reporting:**
  - ○ Work with project stakeholders to integrate data insights into the planning process.
  - ○ Deliver a final comprehensive data report and strategic recommendations that inform the first draft of the overall strategic action plan.

The data consultant will be expected to join CALC meetings, including Steering Committee meetings (occurring roughly once per month) and any specific data-focused working group meetings.

3. Timeline

- **Initial Assessment & Planning:** Complete by July 2025
- **Support Inaugural CALC Convening:** September 2025
- **Refinement of Data Strategy & Tools:** Complete by January 2026
- **Final Report & Recommendations:** Complete by June 30, 2026

4. Budget Considerations

The engagement budget for this consultancy is **$20,000 – $25,000**. Proposals should include a detailed fee structure, including hourly or daily rates, estimated hours, and any additional expenses.

5. Proposal Submission Guidelines

Proposals should include:

- A cover letter summarizing relevant experience.
- A detailed work plan and methodology addressing the scope of services.
- A timeline with key milestones and deliverable dates.

- A complete budget and fee breakdown.
- Resumes or biographies of key personnel.
- At least two references from similar projects.

Submission:
Send your proposal as a PDF to **jmparker@aflct.org** by **11:59 PM on Monday, March 17, 2025**.

All proposals will be reviewed by the CALC Steering Committee, which includes representatives from Arts for Learning Connecticut, CT Arts Administrators Association, CT State Department of Education, and CT Office of the Arts.

6. Evaluation Criteria

Proposals will be evaluated based on:

- Demonstrated experience in data strategy and analytics within arts education or related fields.
- The clarity, feasibility, and thoroughness of the proposed work plan.
- Alignment with the project goals and revised timeline.
- Cost-effectiveness and transparency in the budget proposal.
- Quality of references and past performance.

7. Terms and Conditions

- The project period is fixed from January 1, 2025 to June 30, 2026.
- All work products and deliverables will become the property of the CT Arts Learning Collaborative.
- This engagement is subject to the Collaborative's standard contractual terms and conditions.
- A submitted proposal does not constitute a contract with the CT Arts Learning Collaborative; CALC reserves the right to reject any or all proposals.
- Any questions regarding this RFP must be submitted in writing to jmparker@aflct.org.