

EXHIBIT C – TRAINING PROGRAM REQUIREMENTS

OBJECTIVES

Contractor is expected to:

- Implement a comprehensive training program for nonprofit organizations and charities in Washington State utilizing existing OSOS approved curricula (collaboration with subcontractors and/or community partners to meet contract goals and deliverables is encouraged but not required);
- Elevate nonprofit and charitable organization practices across Washington, particularly among nonprofit organization board members in the areas of board governance, finance, and regulatory issues;
- Provide virtual, in-person, and self-directed trainings;
- Maintain a website with resources, information, and on-demand training for nonprofits and charities statewide;
- Engage and support rural and geographically isolated communities to identify and meet the training and outreach needs of those charities and their boards;
- Brand materials and trainings with Contractor and OSOS logos and contact information;
- Attend and participate as a non-voting member of the Charitable Advisory Council created under RCW 19.09.550 (it is anticipated that there will be four meetings per year, three conducted virtually and one in-person);
- Timely provide all deliverables; and
- Communicate lessons learned to OSOS.

OUTCOMES

The Contractor's success in meeting stated objectives will be measured through the following:

- Results of Contractor's post-training surveys, performed three (3) months after each virtual and in-person training;
- Indicators of improvement in key measures of nonprofit practice, including board effectiveness, financial well-being, compliance measures, and level of planning;
- Quantity and diversity of nonprofit customers (individuals and organizations) engaged, including those in "hard-to-reach" areas; and
- Quantitative and qualitative data trends.

TRAINING CRITERIA

The Contractor will provide:

- A certain number of trainings should be completed quarterly throughout the term of the contract;
- Provide in-person trainings throughout the state, including rural and geographically isolated areas.

The above criteria provides a summary of what the Apparent Successful Contractor is expected to provide during the duration of the Contract. When completing the technical proposal portion of the RFP, additional elements to consider include communication, in-person trainings, virtual trainings, online learning platforms, and data collection. If relying on subcontractors or community partners to provide training and engagement, the names and roles of subcontractors (entities or individuals) should be included in the proposal.

- Communications;
- In-Person Trainings;
- Virtual Trainings;
- Online Learning Platforms;
- Data Collection;
- Quantitative data for all trainings/events;
- Quantitative data regarding repeat participants;
- Quantitative data regarding overall trends;
- Qualitative data;
- Project Management;
- Reports.

INVOICE PERIODS

For each Invoice period, Contractor agrees to provide a list of actual trainings delivered to submit with invoice for payment.