



## REQUEST FOR PROPOSAL FOR PARTNERSHIP

### STUDY TOUR FOR RUSSIAN INDEPENDENT MEDIA IN EXILE

#### STATEMENT OF PURPOSE

Meridian International Center is soliciting competitive proposals for partnership to implement a short-term study tour for a group of international journalists and media professionals **between April 14 and April 24, 2024**. The study tour aims to expand the journalist's industry knowledge on sustainable business models, nonprofit newsrooms and revenue streams, audience-engaged newsroom culture, and journalistic ethics (see Part II for the list of topics).

The study tour will include meetings with relevant U.S. subject matter experts, journalists, government officials, and civil society representatives. The program will begin in Washington, DC, with an orientation and relevant meetings based on the participants' needs. Immediately following, the participants will travel to selected Community-Based Member (CBM) for approximately two to three days in each city for professional programming. Meridian will work with the selected CBM before the participants arrive to provide background on the U.S. Embassy's expectations, program and participant goals, objectives, and potential for outcomes.

Participants will be selected by the U.S. Department of State. Meridian will arrange for up to two Russian language simultaneous interpreters to accompany up to six program participants. The participants will represent a diverse background in terms of media and newsroom experience, as well as exposure to the tour's theme. Resources should be identified to accommodate this variation.

#### BACKGROUND INFORMATION

Meridian International Center is a diplomacy center founded in 1960 with the vision that greater understanding and collaboration between the United States and the world leads to a more secure, prosperous future. Headquartered in Washington, DC, Meridian has long served as a place where global leaders gather, future leaders are found, and international collaboration thrives. Through prestigious international exchanges, custom trainings, substantive convenings and unparalleled education, our mission is to strengthen engagement between the U.S. and the world to find solutions on shared global challenges.

#### SCOPE OF WORK

Selected local partner organization will be responsible for the following aspects of the program:

1. Identify local programming resources at media outlets and relevant organizations;



2. Facilitate network-building between participants and programming resources;
3. Monitor participant experience in programming;
4. Collect testimonials from participants and record photos and videos of programming;
5. Identify recommended cultural activities (which may include home-hospitality);
6. Maintain regular communication with Meridian program staff; and
7. Other activities as necessary to ensure the success of the program.

**Travel Dates:** The study tour is tentatively scheduled to take place between April 14 and April 24, 2024. This includes Washington, DC program dates. The exact dates for each location will be confirmed once the local partner organization have been selected.

### **SUBMISSION INSTRUCTIONS**

The bidder must submit its bid proposal via the Formsite submission link: [Study Tour for Russian Journalists Partner Request for Proposals \(formsite.com\)](#). The bidder is advised to read thoroughly and follow all instructions. Bid proposals must be submitted by **11:59 pm EST, February 29, 2024**.

### **EVALUATION AND AWARD PROCESS**

Meridian International Center staff will review all received proposals with input from the U.S. Department of State. Final selection is contingent on the U.S. Department of State's approval of schedule and itinerary.

Meridian will evaluate proposals on "best value" based on the evaluation criteria as stated below:

- 1) Strength of proposed resources (40 points)
- 2) Previous experience and performance implementing similar programming (40 points)
- 3) Reasonableness of costs and cost-effectiveness (20 points)

The Meridian team will notify applicants of their status by **mid-March 2024**. Each bidder is given wide latitude in the degree of detail it elects to offer or extent to which plans, designs, systems, procedures are revealed. However, insufficient detail may result in a determination that the bid proposal is materially non-responsive or may lower its technical score.

### **QUESTIONS**

Meridian will only accept written questions and inquiries from all potential bidders. Written questions must be submitted to [russiareporting@meridian.org](mailto:russiareporting@meridian.org) by **5:00 p.m. EST, February 15, 2024**.