



REQUEST FOR PROPOSALS (RFP) Data Management Consultant

Lift to Rise seeks proposals for Data Management Consultant.

Lift to Rise is the backbone non-profit organization of a collaboration of more than 70 partners, including private and public sector leaders and community advocates, working on a bold plan to radically increase housing stability and economic mobility for everyone in the Coachella Valley in eastern Riverside County, California. The We Lift: Coachella Valley Housing Catalyst Fund (“the Catalyst Fund” or “the Fund”) is an innovative regional fund that deploys flexible, low-interest loans towards community-prioritized affordable housing projects that are stalled due to financing gaps.

Lift to Rise was recently awarded \$5 million in Regional Early Action Planning (REAP 2.0) funds from the Southern California Association of Governments (SCAG), through funding from the State of California. All projects funded by REAP 2.0 must meet its primary objectives, which are to accelerate infill housing development, reduce VMT, increase housing supply at all affordability levels, and affirmatively further fair housing. Lift to Rise is seeking consultants to support the implementation of this grant, with all technical work required to be completed by June 30, 2026. No U.S. government funds are part of this grant. More information about the Fund is available at <https://lifttorise.org/we-lift/>.

Need Statement:

Lift to Rise requires a Data Management Consultant to support data collection, monthly progress reporting, and producing a memo providing an analysis of the Catalyst Fund’s capacity to increase affordable housing, affirmatively further fair housing, and reduce Vehicle Miles Traveled. The consultant will also support with tracking the Catalyst Fund’s funding prospects and relationships with key stakeholders including affordable housing developers and local governments.

Specifications/Qualifications Desired:

- Minimum of five years of experience in data analytics and reporting.
- Strong proficiency in database management and data visualization tools.
- Experience working with nonprofit or government agencies.
- Ability to analyze financial and operational data for impact assessment.



- Experience with tracking program metrics and community development data reporting parameters is preferred.

Activities/Deliverables Required by REAP 2.0 Grant:

- Monthly progress reports
- Project close-out files with accompanying Excel file
- REAP metrics data collection and reporting
- Memo providing an analysis of the Catalyst Fund's capacity to increase affordable housing, affirmatively further fair housing, and reduce VMT

Desired Outcomes:

- Accurate and timely reporting of REAP metrics and financial data that provides actionable insights, supports grant compliance, and facilitates transparent communication with stakeholders.
- Data-driven decision-making for fund allocation, ensuring that resources are directed to high-impact projects based on reliable analysis and predictive modeling.
- Increased transparency and accountability in program operations through comprehensive data collection, performance tracking, and public reporting of fund utilization and outcomes.
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Budget Range: \$15,000 to \$18,000

Submission Requirements: 1) Proposal detailing relevant experience, no more than 5 pages, submitted as Microsoft Word or PDF document; 2) Cost breakdown of proposal; 3) Submit to info@lifftrorise.org with Subject Line "Proposal for Data Management Consultant."

Submission Deadline: April 11, 2025

Selection Process: Lift to Rise will assess all proposals through a competitive procurement process based on predetermined criteria, including price, quality, experience, and delivery timeline.

Contact Information: info@lifftrorise.org. No phone calls please.

LIFT TO RISE