



Lobbyist Request for Proposal

The ACLU of Montana is soliciting short proposals to provide lobbying services before and during the 2021 Montana Legislative Session. Our legislative agenda includes an ambitious set of priorities around criminal legal reform, as well as fighting to stop abortion restrictions, anti-LGBTQ+ legislation, restrictions on First Amendment right to protest, and proposals targeting immigrant communities. We will be considering proposals on a rolling basis and conducting interviews after the November 3 election. Please submit responses by no later than November 13, 2020. We expect to sign a contract(s) by November 30, 2020.

Deliverables and Scope of Services Term of Service: December 1, 2020 – May 1, 2021

Scope of Services:

- Monitor and track legislative proposals pertaining to civil rights and civil liberties issues up to and during the 2021 legislative session;
- Assist with pre-session contacts and meetings with key legislators;
- Lobby on behalf of the ACLU of Montana's legislative priorities;
- During the legislative session, be the lead on identified bills, and meet with legislators and identified stakeholders;
- Interact with other lobbyists and ACLU of Montana staff to coordinate legislative strategy and testimony;
- Help develop testimony, talking points, and other informational tools;
- Identify the stance of legislators with regard to the bills of interest;
- Participate on ACLU of Montana's behalf in relevant coalition meetings if requested;
- Communicate with the Executive Director at least weekly and work with the subject matter experts on the proposed legislation;
- Provide information in a timely manner on contracted activities so that the ACLU of Montana can file reports as required by the Office of Political Practices;
- Participate in a post-session de-briefing to identify strengths, weaknesses, and make recommendations; and
- Register as a lobbyist with the Commissioner of Political Practices.

Submission Requirements

Submit a proposal that addresses the following areas:

- Professional background, including legislative experience and government relations work;
- A list of the areas or issues you are proposing to cover and your qualifications to work in those arenas;
- Other agencies or organizations for which you will provide lobbying services in 2021;
- Fee schedule

Send your proposals to Caitlin Borgmann, Executive Director, at aclu@aclumontana.org. Proposals are due by 5 pm on November 13, 2020. Questions about ACLU of Montana legislative issues or the submittal process may be directed to Caitlin Borgmann at the email above or by phone at (406) 204-0290.