



**Pilot International
2021-2022
Executive Committee**

President
Collett Cross
Mississippi

President Elect
Rhona Espinoza
Southwestern

Vice President
Holly Baker
Midwest

Secretary
Lisa Patterson
Alabama

Treasurer
Nickola Dawkins
Bahamas

Director
Joseph Cunningham
South Carolina

Director
Susan Kahl
Northeast Potomac

Director
Lisa Palmquist
Northeast Potomac

Director
Beverly Shean
Florida

September 22, 2021

Pilot International
102 Preston Ct.
Macon, Georgia 31210

To Whom it May Concern:

What a remarkable year it has been for Pilot International. Pilot International is a 501(c)3 community-based volunteer service organization founded in 1921 in Macon, GA on the principles of "Friendship and Service." The name "Pilot" was inspired by the mighty riverboat pilots of that day who represented leadership and guidance. Pilots carry out their motto to "Do More, Care More and Be More" by providing financial and hands-on support for national and local initiatives in keeping with its causes of youth development & leadership; brain safety & fitness; and caring for families in times of need.

Pilot International is seeking to distribute \$100,000 in grants this year in the area of Research and Development of Brain Related Disorders in association with the celebration of our 100-year anniversary. We anticipate delivering one large grant and other smaller grants.

The funds have been made available through restricted contributions to Pilot International and designated for brain research and development. The purpose of the grants is to enhance our focus area of encouraging brain safety and health.

The objective of this Request for Proposal is to allow those working in these areas to apply for financial support of their programs. We will announce the grant recipients and present checks during our annual Pilot International Convention and Leadership Conference, June 29- July 2, 2022 in Rochester, New York.

Please see the attached Request for Proposal. We are excited to share our passion for Brain Related Research and look forward to the opportunity to work as your partner and achieve success together.

Thank you for your time and consideration,

In Pilot Friendship and Service,

Collett Cross
2021-2022 Pilot International President



**Pilot International
2021-2022
Executive Committee**

Request for Proposal

President
Collett Cross
Mississippi

Issued by: Pilot International

President Elect
Rhona Espinoza
Southwestern

Representative: Collett Cross, President 2021-2022

Vice President
Holly Baker
Midwest

Submission Guidelines & Requirements

The following submission guidelines and requirements apply to this Request for Proposal:

Secretary
Lisa Patterson
Alabama

1. First and foremost, only qualified individuals or firms with prior experience in similar projects should submit proposals in response to this RFP.
2. Candidates who intend on submitting a proposal should submit all information/postmark no later than March 31, 2022. Mail one printed copy of proposal to Pilot International Headquarters, Attn: Collett Cross, 102 Preston Court, Macon, GA 31210.
3. A proposal must not be more than ten (10) pages long. It must provide an overview of the proposed program including detailed budget and budget narrative. In addition, the proposal should include a suggested schedule and milestones, as applicable, as well as a funding proposal.
4. We may choose bidders to have more in-depth discussions with as part of the selection process.

Treasurer
Nickola Dawkins
Bahamas

Director
Joseph Cunningham
South Carolina

Director
Susan Kahl
Northeast Potomac

Director
Lisa Palmquist
Northeast Potomac

Director
Beverly Shean
Florida



**Pilot International
2021-2022
Executive Committee**

President
Collett Cross
Mississippi

President Elect
Rhona Espinoza
Southwestern

Vice President
Holly Baker
Midwest

Secretary
Lisa Patterson
Alabama

Treasurer
Nickola Dawkins
Bahamas

Director
Joseph Cunningham
South Carolina

Director
Susan Kahl
Northeast Potomac

Director
Lisa Palmquist
Northeast Potomac

Director
Beverly Shean
Florida

RFP & Project Timelines

Candidates must submit/postmark their proposals by March 31, 2022. Proposals will go through a review and selection process, and we will notify winners by May 1, 2022 in hopes they can join us in Rochester, New York, if feasible.

Evaluation Factors

With costs and population served being the most important factors, Pilot International will also consider the following aspects rating proposals:

1. Meeting the requirements listed in this Request for Proposal
2. Relevant past performance/experience
3. Provided samples of work
4. Cost, including an assessment of the total cost of ownership
5. Alignment with Pilot International's focus area of encouraging brain safety and health

Pilot International reserves the right to award the project to the candidate(s) that presents the best value as in its absolute discretion.

By signing below, you agree to accept the terms of this Request for Proposal and become one of the bidders for the project under discussion. Include this as the final page of your proposal.

Name, Title, Date