



Inspiring all girls to be  
strong, smart, and bold

Request for Proposal (RFP)

## **Institutional Review Board (IRB)**

### **BACKGROUND**

Girls Inc. is the preeminent girls' leadership organization equipping girls to reach their full potential. For nearly 160 years, Girls Inc. has been evolving with girls, supporting them to best meet the challenges and opportunities of the day and to envision and advocate for a more equitable and sustainable future.

Our professionally trained staff and volunteers provide mentorship, safe spaces, and programming that address the unique challenges girls face and are proven to help girls succeed. We cultivate physically and emotionally safe environments where girls are encouraged to take risks, learn from experiences, and grow. Girls build the knowledge, skills, and confidence to push for change and we work with them to advocate for policies to overcome the social and systemic barriers that threaten their ability to succeed.

Through a Network of 75 Affiliates across the U.S. and Canada, we serve about 120,000 girls each year, delivering research-based programming that addresses critical issues like self-esteem, academic achievement, and social development. More information about Girls Inc. can be found at [www.girlsinc.org](http://www.girlsinc.org)

### **OVERVIEW, OBJECTIVES, AND TIMELINE**

Every year, the Girls Inc. Research and Evaluation (R&E) department administers the Strong, Smart, and Bold Outcomes Survey (SSBOS) to participants ages 9-18. The SSBOS is an annual opportunity to hear from girls what it's like to be a girl today - what challenges they face and where they are doing great - as well as what the Girls Inc. Experience is like for them. The survey captures information on girls in the areas of Healthy Living (Strong), Academic Enrichment and Support (Smart), and Life Skills Instruction (Bold). Where possible, the SSBOS uses items from well-known, national survey instruments to provide affiliates with reliable, external benchmarks.

Girls Inc. is seeking the services of an IRB to review the SSBOS protocols and data collection processes to ensure protection of survey participants and compliance with regulations and norms around social science human subject research. Key responsibilities include:

- **IRB Application:** Provide an IRB application that will be completed by R&E staff. This includes availability to respond to a minimal number of questions as needed before application submission.
- **IRB Review:** Review the application submitted by R&E staff, providing feedback on protocols and processes as needed to ensure compliance. Girls Inc. anticipates 1-3 rounds of feedback to finalize the IRB application.
- **IRB Approval:** Issue written IRB approval for the SSBOS to Girls Inc.

**Timeline:** The IRB review process will start March 1, 2026, and take 2-4 weeks depending on the number of feedback rounds.

## **PROPOSAL SPECIFICATIONS**

To apply, please submit the following:

- 1) Pricing list
- 2) Capabilities statement, including experience with social science IRB work and any accreditations (length should be a half page to one page maximum).

## **SUBMISSION INSTRUCTIONS**

Proposals should be submitted electronically in PDF format no later than **Jan 30, 2026**, to [research@girlsinc.org](mailto:research@girlsinc.org). Please include "SSBOS IRB" in the subject line.

## **CONTACT INFORMATION**

For questions and additional information regarding this RFP please contact:  
[research@girlsinc.org](mailto:research@girlsinc.org)