

# The Mitchell Firm, LLC

Professional Writing & Editorial Services

[www.themitchellfirm.org](http://www.themitchellfirm.org)

## SERVICE PACKAGES

### Proposal Writing ★ Most Requested

Grant proposals, government RFPs, and funding narratives — developed from concept through final submission-ready draft. Includes research review, strategic framing, and narrative development. Clients served: nonprofits, government agencies, foundations.

|                          |                          |                         |
|--------------------------|--------------------------|-------------------------|
| Foundation grant         | Government / RFP         | Proposal review         |
| <b>\$1,500 – \$3,000</b> | <b>\$4,000 – \$7,500</b> | <b>\$500 – \$1,000</b>  |
| Up to 8 pages            | Complex, multi-section   | Edit & strengthen draft |

### Professional Editing

Substantive editing of reports, policy briefs, TA plans, white papers, and organizational documents. Includes structure, flow, clarity, and consistency — not just proofreading. Clients served: nonprofits, government agencies, consultants.

|                        |                      |                            |
|------------------------|----------------------|----------------------------|
| Light edit / proofread | Substantive edit     | Full document edit         |
| <b>\$200 – \$400</b>   | <b>\$500 – \$900</b> | <b>\$1,000+</b>            |
| Up to 10 pages         | Up to 20 pages       | 20+ pages, quoted on scope |

### Resume & Career Documents

Resume refresh, cover letter writing, and LinkedIn profile cleanup for professionals at all career stages. Specialized experience supporting justice-sector and public-service professionals. Clients served: professionals, executives, career changers.

|                      |                       |                                 |
|----------------------|-----------------------|---------------------------------|
| Resume cleanup       | Resume + cover letter | Full career package             |
| <b>\$300 – \$500</b> | <b>\$500 – \$750</b>  | <b>\$900 – \$1,200</b>          |
| Refresh & strengthen | Tailored to role      | Resume, cover letter & LinkedIn |

## HOURLY CONSULTING RATE

### Standard hourly rate

**\$125 / hr**

Available for advisory, coaching, and out-of-scope writing support.

Minimum 2 hours

**Notes:** All projects begin with a complimentary 30-minute discovery call. A signed agreement and 50% deposit are required to begin work. Final payment is due upon delivery. Retainer arrangements available for ongoing clients. Rates are subject to change; current rates confirmed at time of agreement.