



Request for Proposals:
**Strategic Planning
Consultant**

Introduction

Rural Development Initiatives (RDI) is a non-profit organization operating remotely dedicated to promoting sustainable development and improving the quality of life in rural communities in Oregon, Washington and Idaho. With a focus on community engagement, economic development, and capacity building, RDI works collaboratively with stakeholders to address the unique challenges and opportunities faced by rural areas. RDI's core values include a commitment to rural equity, inclusion, and diversity.



Objective

RDI is seeking proposals from experienced and qualified strategic planning consultants to facilitate the development of a comprehensive strategic plan. The objectives of this strategic planning process is to build on the organization's last strategic plan to articulate a clear vision, mission, goals, and actionable strategies that will guide RDI's initiatives and programs over the next three to five years.



Scope of Work

The consultant shall be responsible for:

1. **Conducting** a thorough assessment of RDI's internal and external environments, including stakeholder interviews, SOAR (strengths, opportunities, aspirations, and results) analysis, and review of relevant data and documentation.
2. **Facilitating** strategic planning sessions with RDI's board of directors, staff, and key stakeholders to define organizational priorities, goals, and strategies.

3. **Drafting** a comprehensive strategic plan document that outlines RDI's vision, mission, core values, strategic objectives, and implementation framework.

4. **Providing** guidance and support for the development of key performance indicators (KPIs) and monitoring mechanisms to track progress towards strategic goals.

5. **Presenting** the draft strategic plan to RDI's leadership team for review and feedback, and incorporating revisions as necessary.

6. **Finalizing** the strategic plan document and delivering a presentation to RDI's board of directors for approval.



DELIVERABLES

1

Assessment report detailing findings from the environmental scan, stakeholder consultations, and analysis

3

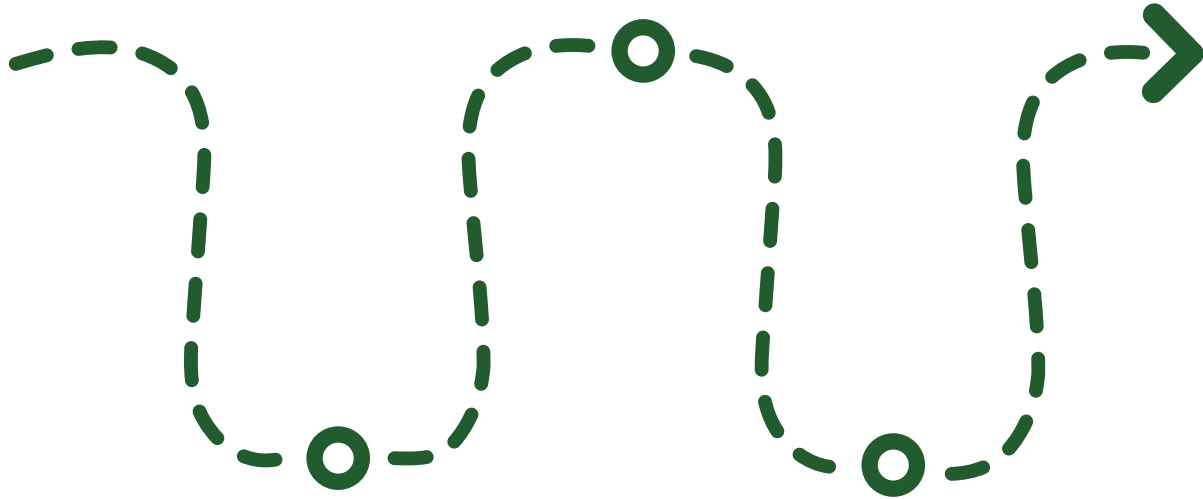
Final strategic plan document incorporating feedback from RDI's leadership team and board of directors

2

Draft strategic plan document, including vision, mission, goals, objectives, strategies, and performance metrics.

4

Presentation materials for communicating the strategic plan to internal and external stakeholders.



Timeline

RFPs are due by 8 a.m. PT on Monday, April 8, 2024. RDI will select a consultant by April 12, 2024. A draft of the strategic plan will be submitted by November 2024, with finalization and approval by December 2024.



Budget

RDI's ideal budget for this project is approximately \$10,000. Your budget should include a detailed breakdown of costs, including: consultant fees, travel expenses, and any other relevant spending. Consideration will be given to proposals that creatively reduce RDI's financial burden.





Proposal Submission

Interested consultants are invited to submit their proposals electronically to Hannah Lewis at RDI by 8 a.m. PT on Monday, April 8, 2024. Proposals should include the consultant's qualifications, relevant experience, approach/methodology, proposed timeline, budget, and any additional information deemed pertinent.

Evaluation Criteria



Proposals will be evaluated based on the following criteria:

- Consultant's qualifications and experience in strategic planning for non-profit organizations, particularly in rural development contexts.
- Clarity and feasibility of proposed approach/methodology.
- References and past performance on similar projects.
- Alignment with RDI's mission, values, and objectives.
- Cost-effectiveness of the proposed budget.
- Quality and comprehensiveness of the proposed deliverables.



For inquiries or clarification
regarding this RFP, please contact:

Hannah Lewis
hlewis@rdiinc.org
989-450-7966

RDI reserves the right to accept or reject any proposal, to waive any informalities or irregularities in the proposals received, and to negotiate with all qualified sources. Submission of a proposal indicates acceptance of the terms and conditions outlined in this RFP.

Thank you for your interest in partnering with Rural Development Initiatives.