



Fort Nelson First Nation | Administration Department

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Call for Proposals - Fort Nelson First Nation Strategic Planning Initiative

Fort Nelson First Nation is seeking proposals from qualified individuals or firms to carry out organization-wide, community-driven strategic planning.

Background: The project objective is to develop a community-backed Strategic Plan to prioritize and guide the activities of the Fort Nelson First Nation Council and Administration, which will place our community's vision and values at the forefront. The Strategic Plan will reflect our stakeholder and community needs, clearly define our direction, and provide quantitative and qualitative performance indicators.

Scope of Services: The successful bidder will work closely with FNFN's Executive Director of Administration to develop the details of the planning process, including timeline, logistics, and deliverables. Planning sessions with Council, management and staff will be required, as well as community consultation to ensure community support of the Strategic Plan. Collaboration regarding content and structure of planning sessions and community engagement is expected. Upon completion of the Strategic Plan document, the successful bidder will work with managers to develop individual workplans for each department to assist with incorporating the Strategic Plan into day-to-day operations, long-term planning, and measuring progress towards achievement of the goals and strategic objectives identified by Council, staff, and the community.

Deliverables: Deliverables shall include a completed Strategic Plan and departmental workplans.

Project Timeline: Project proposals must have a timeline for substantial completion by March 2020.

Contact: All inquiries and proposals are to be submitted via email to Liz Logan, FNFN Executive Director of Administration at liz.logan@fnation.ca.

Submission Deadline: September 27, 2019

Selection Timeline: The successful bidder will be selected within two weeks of the deadline to facilitate a timely commencement of the project.

Evaluation Criteria: Proposals will be evaluated according to the bidder's proposed approach to conducting the strategic planning process, experience with strategic planning for similar organizations, cultural relevance and cost effectiveness.

Budget: Total project costs, including consulting time, materials, travel expenses, and other anticipated costs must not exceed \$44,000. Please note, we are open to creative approaches to carrying out strategic planning alongside the updating of FNFN's Comprehensive Community Plan "Reaching For Our Vision" with a combined total budget of \$82,350.

"For as long as the sun shines, the grass grows and the rivers flow."