

The Delores Project
Request for Proposal for Strategic Planning Consultancy

Date Issued: March 29, 2022

Due Date: 5 pm MDT, April 25, 2022

Introduction

The Delores Project (TDP) is seeking a consultant or team of consultants to lead a strategic planning process that will culminate in the creation of a 5-year strategic plan. The process must include a strategic planning retreat to be completed no later than late Summer 2022 and a final, written strategic plan completed on or around January 2023.

Overview

TDP is in need of a new strategic plan that is comprehensive and nimble enough to respond to the changing landscape in the needs of Denver metro area community members experiencing housing challenges. Specifically included are people living in TDP's permanent supportive housing and women and transgender people sheltered at TDP who are experiencing homelessness and in search of housing.

The plan must reflect a path forward which both enhances the growth, sustainability and direction of TDP and reflects TDP's culture of belonging and compassion as well as recognizes the dignity, strengths and talents of all encountered. The process to be undertaken will involve revisiting TDP's mission and vision statements as well as community outreach and frequent engagement with key staff and board members as part of plan development. It will also include a retreat (in person, if possible) to be held in the Summer where strategic goals will be outlined. The process will conclude with the consultant(s) developing and presenting a strategic plan to the board at its January 2023 board meeting.

Instructions to Responders

- Confirm your intent to submit a proposal to Stephanie Miller (stephanie@thedeloresproject.org) and Liam Cabal (liam@lccreativesolutions.com) with "Confirmation – TDP Strategic Planning Proposal Submission" in the subject line.
- Send questions in writing to Stephanie Miller (stephanie@thedeloresproject.org), Nevine Nagji (nevine.nagji@gmail.com) and Liam Cabal (liam@lccreativesolutions.com) with "TDP Strategic Planning Questions" in the subject line.
- Submit proposals to Stephanie Miller (stephanie@thedeloresproject.org), Liam Cabal (liam@lccreativesolutions.com), and Debra Ellis (debraellis@brsarch.com) with "TDP Strategic Planning Proposal" in the subject line.

Organization Background

The attachment titled "History of The Delores Project & Current Services" provides a full background about TDP. Be sure to keep that information in mind when proposing the strategic planning process.

What We Need/Required Expertise and Experience

We seek a consultant or team of consultants to work with the organization's board of directors and staff to create a 5-year strategic plan. Specifically, the consultant(s) will:

- Bring expertise in organizational development, tactical planning and strategic planning.
- Bring experience and expertise in using an anti-racism lens and a gender expansive perspective to inform the entire strategic planning process.
- Lead a process that incorporates the diverse perspectives from the board, staff, and key community stakeholders, including TDP guests
- Track record of success in respectful and effective community engagement, especially with the unhoused, communities of color and the LGBTQ+ communities.
- Deep commitment to and understanding of social justice, racial justice, gender justice, economic justice, and LGBTQ+ issues.

Proposal Criteria

Competitive proposals will be no longer than six pages and will include the following:

- Alignment with the mission, vision, and values of The Delores Project.
- Alignment with the additional values and perspectives (shared above) around race, gender, and equity.
- A brief description of relevant experience.
- Biographical information for the consultant(s) who will work with TDP. (Biographical page may be attached which does not count toward the page limit.)
- Descriptions of all necessary steps to accomplish the creation of a strategic plan.
- A timeline with key milestones and deliverables, including the budget to complete each step.
- At least three references who can speak to the values alignment and experience of the consultant(s). (Reference sheet does not count toward page limit.)

Timeline

- Confirm your intent to submit a proposal by April 15, 2022.
- Questions regarding proposal due by April 20, 2022.
- Proposals due by 5 pm MDT on Monday, April 25, 2022.
- TDP will notify finalists by 5 pm MDT on May 11, 2022.
- Interviews with selected consultants held between May 16 and May 27, 2022.
- Estimated project start date: Friday, June 3, 2022.
- Estimated project end date: Tuesday, January 31, 2023.

Budget

Resources for this engagement are limited, therefore, the total budget available for this engagement is between \$40,000 and \$70,000. Please specify the expected cost of each process step (i.e., stakeholder data gathering, retreat, meetings with TDP Board, final report, etc.) as part of your proposal.

Proposal Submission Process

Please submit a proposal that is no longer than six pages plus a reference list and consultant biographical information via email with “TDP Strategic Planning Proposal” in the subject line and send the proposal to the following individuals:

- Stephanie Miller, Chief Executive Officer: stephanie@thedeloresproject.org
- Liam Cabal, Board Treasurer: liam@lccreativesolutions.com
- Debra Ellis, Board President: debraellis@brsarch.com

Between three and five finalists will be selected to be interviewed by members of the Board and staff in accordance with the schedule outlined above. The anticipated start of the project will be on or around June 3, 2022.