



## RFP for Strategic Planning Services

### Summary

Avenues for Homeless Youth seeks a consultant to support the Board of Directors, staff, and key stakeholders in a strategic planning process to create a three to five-year strategic plan to guide the administrative and programmatic direction of the organization. The consultant will work with a Strategic Planning Task Force made up of 5-6 members of the Board and staff to craft and implement the strategic planning process. The consultant should be comfortable with and have experience in including youth in the strategic planning process. The target is to have the strategic plan finalized by the end of May 2018.

### Organizational background

Avenues has been providing shelter and services to homeless youth for 22 years. Through our 6 programs, we support over 300 youth per year. Avenues for Homeless Youth's mission is to provide emergency shelter, short-term housing and supportive services for homeless youth in a safe and nurturing environment. Through such services, Avenues seeks to help youth achieve their personal goals and make a positive transition into young adulthood.

### Goals of Strategic Planning

Avenues seeks a strategic plan that serves as a foundation for the next three to five years. It will be building from the current strategic plan, which is substantially complete. Key goals for the planning effort include:

- Develop overarching strategy for sustainable growth that maintains Avenues' focus on social change and social justice;
- Identify priority areas for growth and development to serve its diverse clients;
- Answer key organizational questions;
- Create prioritized list of goals and strategies;
- Potentially update mission, vision, values.

### Scope of Consultant Work

Avenues seeks a consultant who will work with a Strategic Planning Task Force of 5-6 people to craft and implement the strategic planning process. Consultant will lead the organization in information-gathering, self-assessment, consensus on plan objectives, and focusing on program and operational priorities. The end product will be an achievable, consensus-driven three to five-year strategic plan that could be easily summarized one on page. The consultant should be comfortable with and have experience in including youth and diverse stakeholders in the strategic planning process. Avenues will be simultaneously engaging in strategic facilities planning and employing a consultant to lead that process.

The Strategic Planning consultant may at times engage with the facilities planning process and/or coordinate with the Facilities Planning consultant to ensure coordination of effort.

**Project budget**

The anticipated budget is \$8,000 - \$10,000.

**Proposal Process and How to Submit**

Complete proposals should be submitted to Katherine Meerse via e-mail at [kmeerse@avenuesforyouth.org](mailto:kmeerse@avenuesforyouth.org) by February 2, 2017. Proposals will be reviewed the following week, and proposers may be invited to participate in a brief interview with the Board of Directors on Monday, February 12<sup>th</sup> between 6:00 and 7:30 p.m. at 1708 Oak Park Avenue North, Minneapolis.

The proposal submission must include:

- Cover letter, resume, and relevant work samples;
- Proposal including proposed approach to the planning process, general proposed steps and timeline, deliverables, a detailed budget, a description of previous work involving youth and diverse stakeholders in planning processes; and
- References

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