



NOGDAWINDAMIN FAMILY AND COMMUNITY SERVICES

"Healthy Anishnawbek families and communities protecting, nurturing and guiding our children"

REQUEST FOR PROPOSALS (RFP) Consultation, Facilitation and Writing Services- Strategic Plan

RFP Description: Nogdawindamin Family and Community Services (NFCS) requests consulting, facilitation and writing services to assist with the development and update of a Five-Year Corporate Strategic Plan (Years 2022-2027)

Invitation to:	Indigenous Contractors, Consultants, Organizations, Agencies
Dated:	July 16, 2021
Contact Information	Pam Keeshig, Executive Assistant pkeeshig@nog.ca
Submission Requirements	Email entire proposal submission in PDF format and addressed to Pam Keeshig by due date.
DUE DATE	Friday, October 8, 2021

Purpose

NFCS is seeking the services of a consultant to facilitate and assist the Board of Directors to:

- Develop a five-year Corporate Strategic Plan (2022-2027) that will focus on Nogdawindamin's mission, fundamental values, services, and vision for the future.
- Complete a SWOT analysis (relevant to current/future political, sector, financial, technical, and federal/provincial issues); and
- Develop and prioritize strategic goals and establish measurable goals, objectives, relevant timelines and performance indicators.

Background

Nogdawindamin was created in 1987 and since that time has evolved to an ever-expanding agency servicing seven (7) First Nations on the North Shore of Lake Huron. The agency is responsible for providing wholistic supports to families and communities.

The Mission of the Agency is to assist the communities in their responsibility to strengthen families and communities for the safety and well-being of children by providing community-based services grounded in Anishnawbek values.



NOGDAWINDAMIN FAMILY AND COMMUNITY SERVICES

"Healthy Anishnawbek families and communities protecting, nurturing and guiding our children"

These Anishnawbek values include the Seven (7) Grandfather Teachings and respect and reverence for indigenous knowledge and language. The work of the agency is founded on traditional indigenous teachings, ceremony and language.

The agency was officially mandated in 2017 and since that time, has grown immeasurably with many service and cultural supports, along with the child protection mandate, which is a child welfare designation status approved by the Ontario Ministry of Child and Youth Service (MCYS).

Nogdawindamin has prospered as a result of the close working relationships of the First Nations who have expertly guided the agency to its current state.

Further information on Nogdawindamin can be found on website at www.nog.ca. Brochures are attached to this document. Additionally, a copy of the previous strategic planning can be provided through a request for information.

Scope of Work

The Consultant's scope of work is to facilitate and conduct the entire strategic planning process for NFCS with the assistance of the Senior Corporate Team under the direction of the CEO. The consultant will be expected to provide expertise and advice and work with the CEO on format and process for strategic plan development. The Consultant will be required to skillfully guide organized discussions the Board and senior staff that will focus on and lead to a final strategic plan. The consultant will be expected to develop the framework and text of the strategic plan, along with the assistance of the Board and CEO as needed.

The Consultant's key deliverables are as follows:

- Conduct a review of NFCS current organizational structure; child welfare sector, First Nations, political and business environments (ie. Fed/Provincial) and other relevant, related research deemed necessary to familiarize themselves with the work of NFCS.
- Complete a review of the Child Well-Being Law Development impacts on Nogdawindamin; what will it look like if we don't follow provincial legislation? Identify training and development for the future state; prepare employees for the transition.
- Based on these findings, develop a detailed Strategic Planning Process Model and Agenda for a two-day Board retreat, complete with key milestones and timelines, for NFCS input and pre-approval.
- Facilitate the NFCS Board two-day strategic planning retreat. The location TBD and/or it may be conducted virtually.
- Facilitate a one-day strategy session /think tank with senior staff/managers or other as directed by CEO prior to or after the Board retreat.
- Prepare a draft of the Strategic Plan that is based on the information gathered at the Retreat with Board input; and
- Participate in post retreat follow up telephone meetings with the CEO and/or Board Directors as



NOGDAWINDAMIN FAMILY AND COMMUNITY SERVICES

“Healthy Anishnawbek families and communities protecting, nurturing and guiding our children”

required.

The completed, professional Strategic Plan should clearly reflect NCFS strategic vision and as a very minimum include the following:

- NCFS Corporate mission, goals, outcomes, activities, performance indicators, leads, and timelines;
- Key values and guiding principles to assist direction and decision making; and
- Recommended actions to achieve strategic vision and goals.
- Nogdawindamin Playbook that would serve as a measurement tool during the implementation phase.
- Pictures, Testimonials, graphic artistry

Appendices:

- Summary of the strategic planning processes; and
- List of strategic issues and observations relevant to NCFS.

Consultant Requirements

Indigenous Consultants are asked to submit a Proposal. This RFP is broad in order to allow Consultants the discretion to determine the best information to submit that would demonstrate creativity, professionalism, and experience. As a start, please include the following:

1. Provide background information on your practice, your work with strategic planning, your knowledge of Indigenous culture and organizations. Identify the project manager and other key personnel who will participate.
2. Explain your general approach to strategic planning and particularly how you will work with NCFS during the strategic planning process.
3. Provide a minimum of (3) three contact Samples of work with web links, and links to presentations made during strategic plan facilitation would be appreciated.
4. Indicate ability to meet project schedule, specifically ability to work with NCFS to complete the draft strategic plan during the Board two-day retreat.
5. Given the schedule, please provide your thoughts on the approach to conducting the SWOT analysis or another unique method of achieving goal identification.
6. Spotlight any unique qualities your firm possesses that other firms do not have.
7. Provide a reasonable range of costs and range of scope based on your expertise with strategic planning in like-sized organizations. Actual scope of the project will be negotiated and fee-for-service contract signed between the successful consultant and NCFS.



NOGDAWINDAMIN FAMILY AND COMMUNITY SERVICES

“Healthy Anishnawbek families and communities protecting, nurturing and guiding our children”

General Information

- Submissions to NCFS become the property of NCFS and will not be returned.
- Proponents requesting information will be required to sign a Confidentiality Agreement, as material requested is the property of NCFS.
- NCFS reserves the right to reject any or all proposals submitted and/or to request additional information or clarifications from submissions.
- NCFS may modify, supplement or amend the provisions of this RFP as deemed necessary or appropriate.
- NCFS may invite one or more Consultants to make an oral presentation. The interview, if requested by NCFS shall be conducted to solicit information to enable NCFS to better evaluate the capability of the Consultant.

Key Dates

Request for Proposal Issued	July 16, 2021
Due Date for RFP Submissions	October 8, 2021 at 2 pm EST
Selection and notification of approved proposal	October 29, 2021

Requests for additional information can be obtained through:

Pamela Keeshig

pkeeshig@nog.ca

Phone: 705 946-3700 extension 2205