

WA State Leadership Board (WSLB): Request for Information Strategic Planning Consultant

PURPOSE

The WSLB seeks strategic planning consultant to facilitate the development of a comprehensive strategic plan that aligns with our mission to cultivate leadership and recognize service across diverse communities in Washington state.

BACKGROUND

The WSLB has a long history of fostering and cultivating leadership through equity-based educational programs and bestowing statewide honors. More information about our mission and programs can be found on our website, www.washingtonleaders.org.

PROJECT DESCRIPTION

The strategic planning consultant will guide and facilitate the creation of a strategic plan that will direct the WSLB's efforts for the upcoming years, focusing particularly on youth programming and inclusion of diverse communities.

SCOPE OF WORK/DELIVERABLES

- Conduct an in-person workshop in Washington state.
- Engage board members and stakeholders in the strategic planning process.
- Provide a detailed report outlining the strategic plan, including actionable goals and objectives.
- Deliver a template for the strategic plan and a process for monitoring and evaluating the plan's implementation.

MINIMUM QUALIFICATIONS

- Proven experience in strategic planning within legislative and/or governmental contexts.
- Demonstrable success in facilitating similar planning efforts and providing tangible results.
- Familiarity with youth programs, especially those serving underrepresented and marginalized communities.

SUMMARY OF SELECTION CRITERIA

- Experience and expertise relevant to the WSLB's focus areas (leadership development, youth programming, etc.).
- Quality and suitability of proposed methodology.
- Ability to complete the project by August 15, 2024.
- Understanding of and alignment with WSLB's mission, values, and communities served.

TIMEFRAME

- RFP release date: May 15, 2024
- Proposal submission deadline: May 31, 2024
- Project start date: June 2024
- Project completion date: August 15, 2024

Scoring

Experience on Comparable Projects	25 pts
Project Approach and Timeline	20 pts

Staff Qualifications	20 pts
Cost Proposal	20 pts
References	15 pts

SUBMISSION GUIDELINES

Proposals must be submitted electronically by May 31, 2024 via Microsoft Forms at:

<https://forms.office.com/g/APycPy4JX3>

Please contact Audrey Baker, WSLB Executive Director, at Audrey.Baker@Wslb.Wa.Gov with any questions.