



**Request for Proposals
Strategic Planning Consultant
Release Date: June • 2021**

Proposal Specifics:

The John Boner Neighborhood Centers seeks proposals from qualified consultants or firms to provide strategic planning services, under a fixed-price contract, starting October 1, 2021 to be completed no later than June 30th, 2022. The selected consultant will work directly with the committee comprised of board and staff leadership. In addition, the selected consultant will be charged with engaging various stakeholders, partners, funders and neighborhood residents.

Diversity, Equity, & Inclusion Framework:

Uphold the John Boner Neighborhood Centers' Diversity Statement & Goals as a guiding lens throughout the strategic planning process.

Proposal Deadline:

All proposals are due to the John Boner Neighborhood Center's office on July 30th, 2021 at or before 5 p.m. Responses to this RFP should be submitted in electronic format only.

Proposal Submission:

All correspondence, including proposals, must be submitted to:

James Taylor, Chief Executive Officer
John Boner Neighborhood Centers
2236 East 10th Street
Indianapolis, Indiana 46201
317.808.2300
jtaylor@jbncenters.org

Proposal Format:

Proposals should contain the following:

1. Summary of consultant's/firm's background and experience on similar projects. Consultant must have a minimum of five years' experience in facilitating the strategic planning process for a non-profit organization.
2. A demonstration of experience with and commitment to conducting strategic planning processes through a Diversity, Equity, & Inclusion framework.
3. Name, phone number and address of at least three references from organizations similar to JBNC.
4. At least two copies of similar strategic plans from previous clients.
5. A synopsis stating the consultant/firm's understanding of the history and the environment in which the Boner Center serves the Near Eastside community.
6. A detailed description of the proposed planning process and timeline to achieve the scope of services.
7. Itemized list of all costs required to accomplish the work, by task, throughout the duration of the process.
8. Any other pertinent information needed to evaluate the submitted proposal.

Tasks/Deliverables:

The John Boner Neighborhood Centers is seeking a consultant to facilitate the strategic planning process that will provide guidance for future strategic growth and development of the organization. This plan will be for a four year period of time commencing July 1st, 2022.

Use a Diversity, Equity, and Inclusion framework to deliver the following aspects:

1. Review of vision, mission, values and an assessment of the Center's position within the near eastside ecosystem of groups and efforts;
2. Define what Diversity, Equity, & Inclusion means to the Center, review and update the Center's Diversity Statement & Goals, create actionable steps for implementation of established goals;
3. Stakeholder Engagement – Engage stakeholders in an assessment of the Center's activities, challenges, opportunities for growth and status within the community, both locally and broader.
4. Environmental scan - A review of the Center's external environment to include an assessment of the competition; local and national trends that may impact the organization's success; local and national best practices, innovations of similar organizations and opportunities for collaboration.
5. Completion of a SWOT or similar analysis;
6. Goals, Objectives, and Strategies described in a clearly defined manner including timelines, responsible parties, and any associated costs; and,
7. Tracking tool for use by board and staff in managing the implementation of the plan.

The Center's strategic plan will build on the organization's previous implementation strategies, redevelopment successes, neighborhood plans and current mission and purpose statement.

Vision:

The Near Eastside is a vibrant, thriving, welcoming community.

Mission:

John Boner Neighborhood Centers inspires neighbors and partners to improve the quality of life on the Near Eastside by providing tools for change and growth.

Values:

- We hold an unshakable belief in the power of individuals and communities to create change that promote a shared destiny, social justice, and equality.
- We work to build a community where people want to live, work, and leave an impact.
- We ensure a welcoming and active environment for community residents, programs and services, and partners that will facilitate relationship development.
- The ability to impact the quality of life on the Near Eastside is defined by the breadth and depth of collaboration with partners.
- We are a community where residents set the agenda for the neighborhood and individuals define success.
- The center leverages resources and demonstrates good stewardship of investments within this community.
- Cultivation of leadership is the ability to attract, retain, and develop individuals.

Proposal Timeline:

- a. RFP Release **June, 2021**
- b. Deadline for Proposal Submission **July, 30th, 2021**
- c. Strategic Planning Team Review and Select Finalists **August, 2021**
- d. Interviews of finalists **August/September, 2021**
- e. Contract Award – **Prior to October 1st, 2021**

Attachment:

- Current JBNC Strategic Plan Hyperlink (file embedded in PDF): [Final JBNC Strategic Plan](#)