

Post Date: March 4, 2024

Proposal Deadline: March 18, 2024

Selection by: March 29, 2024

Contract Start Date: April 15, 2024

Request for Proposals

The National Native American Boarding School Healing Coalition requests proposals for a consultant to assess organizational progress on the 10-year Strategic Plan 2020-2030, conduct an environmental scan of internal and external capacity, and lead the Board of Directors and staff in updating the strategic plan for 2025-2035.

About Us

NABS is boldly leading the movement for truth, justice and healing for Indigenous peoples impacted by U.S. Indian boarding schools. We are Indigenous led with 100% of the Board of Directors and Officers being Native American and Alaska Native. Visit [http:/www.boardingschoolhealing.org](http://www.boardingschoolhealing.org) for more information about us, our strategic action plans, community impact, and resources.

Project Goals

1. Ensure NABS’s mission statement, vision, and guiding principles (seeking truth, justice, and healing) align with the Coalition’s strategic direction.
2. Produce an updated 10-year Strategic Plan that builds on NABS’s successes and expands the Coalition’s impact.
3. Provide NABS with an evaluation road map for strategic plan implementation with clear success indicators. How will we know we’re successful, and what indicators will allow for us to clearly communicate results to Coalition members, Tribal Nations, funders, and partners.

Timeframe

The project is expected to begin by April 15, 2024, and all work completed by September 30, 2024.

* April 15-May 5, 2024: Assessment phase
* May 6-June 1, 2024: Engagement phase
* June 2-August 31: Conceptualization and Plan Development Phase

 Staff and Board in-person sessions tentatively June 4-5, 2024

* September 1-30, 2024: Finalization and Adoption Phase

Success Measures

Ultimately, success will be demonstrated by the unanimous approval by the Board of Directors of an updated Strategic Plan for 2025-2035 aligned with the Coalition’s mission, vision, and guiding principles. A well-prepared strategic plan will include an evaluation plan with success indicators to measure outcomes.

Scope of Work

The contractor will work closely with NABS’s Board and staff leadership to lead the following strategic planning phases.

1. **Assessment**
* Prepare and implement an internal organization assessment and document review process.
* Conduct an environmental scan.

 Deliverables:

 1) Report on the current state of the organization and recommendations (for internal use), including capacity, alignment, misalignment, opportunities, gaps, and sustainability.

 2) Questions developed and finalized for the project engagement phase.

1. **Engagement**
* Develop and conduct pre-planning surveys for Board of Directors, Coalition members, boarding school survivors, Tribal leaders, partners, and staff.
* Hold preparation meetings with the Executive Committee and staff leadership team as needed via zoom.

Deliverables:

 1) Report on the survey results, how they inform the strategic planning considerations, and make recommendations.

 2) Clear outline and agenda for leading Board and staff strategic planning sessions.

1. **Conceptualization and Plan Development**
* Facilitate 2 days of strategic planning sessions in-person with the Board of Directors and staff tentatively June 4 and 5.
* Meet with the Executive Committee and staff leadership team as needed for further clarification and feedback via zoom.

Deliverables:

 1) Draft of a strategic plan for 2025-2035.

 2) Supplemental document with draft revisions to, and recommendations for NABS’s mission, vision, and guiding principles.

 3) Draft of an evaluation plan with success indicators for measuring strategic plan outcomes.

1. **Finalization and Adoption**
* Solicit feedback on draft documents from the Board of Directors and staff, and make revisions as needed.
* Meet with the Executive Committee and staff leadership team as needed for further clarification and feedback via zoom.
* Lead a review of all documents at the Board of Directors meeting tentatively planned for September 10, 2024.

Deliverables:

 1) Final 2025-2035 strategic plan and evaluation supplement approved by the Board of Directors.

Proposal Requirements

Proposers should have knowledge of the U.S. Indian boarding school history, legacy, and impacts, as well as an understanding of the resulting intergenerational trauma. All proposals should include:

* A summary of your qualifications and experience with similar types of projects.
* Your approach to complete the work along with a timeline.
* Biographies of key team members.
* Itemized budget aligned with deliverables and total amount to complete the work.
* 3 sample strategic plans or similar documents showing your work.
* 3 professional references.

Note: Contractors are required to maintain General and Professional liability insurance including Workers Compensation insurance in compliance with applicable laws.

Proposal Evaluation

Proposals will be evaluated on the following criteria:

* Completeness and adherence to the proposal requirements.
* Administrative and technical competence.
* Approach for completing the work.
* Affirmative engagement of small and minority owned businesses, women’s business enterprises, and representation from Native American-owned businesses, tribal enterprises, and individuals.
* Experience demonstrating effectiveness in delivering the same or similar services.
* Team member qualifications.
* Cost.

To Submit Your Proposal

By March 18, 2024, email to Tom Kinley tkinley@nabshc.org with Strategic Plan in the subject line.

*NABS is an Equal Opportunity Employer committed to a work environment free of all forms of discrimination, harassment, and violence. All employment and contracting decisions are based on merit, competence, performance, and organization needs. NABS prioritizes work to empower and include people from Indigenous communities who have been impacted by U.S. Indian Boarding School policies. We are proud of our collaborative and wellness-focused culture where all people feel safe to bring their whole selves.*