



Request for Proposals 2016-2020 Strategic Plan

Introduction

Partners for Active Living is soliciting proposals from qualified strategic planning consultants for the preparation of a four-year strategic plan in collaboration with the board of directors and staff to be completed by April 2016. The project has been budgeted at \$10,000 with additional staff resources available.

Background

Partners for Active Living transforms Spartanburg County, South Carolina into a vibrant, healthy, connected community where we live and grow.

The history of the organization dates to 1996 when a study commissioned by local leaders called Healthy Spartanburg found cardiovascular disease and obesity to be among the greatest health risks facing Spartanburg. Partners for Active Living, which was originally called Heartwise, was created to help address the problem. In 2003, the organization incorporated and shifted its focus to address the root causes of cardiovascular disease: physical inactivity and poor nutrition.

Partners for Active Living frames our work in three overarching, which all point to healthy eating and active living: walking and bicycling for everyone, childhood obesity prevention, and trails and parks development.

Within each of our three focus areas, we address the four 'Ps', which capture PAL's approach to impacting community health :

- *Places* to be healthy and active
- *Programs* that encourage activity
- *Policies* that sustain our work over the long term
- *Partnerships* that build a strong network of support for a healthy community

Project Outline

Desired Outcomes

- Review vision, mission, values;
- Define PAL's top priorities over the next four years;
- Clarity on our identity, purpose, and outcomes. We need to have a long term perspective, and be positioned to respond quickly to opportunities;
- Positioned for effective engagement with external partners and the public;
- Tools developed to evaluate whether we are making progress toward achieving organizational goals.

Deliverables

- Assessing the current status and key issues facing the organization;
- Strategic planning document for the next four years that includes clear goals and objectives for staff to respond with annual work plans;



- Action/ implementation plan: Process for implementing goals and measuring progress;
- Priority list of actions and resources needed to accomplish desired changes.

The consultant will report to the executive director and the chair of the strategic planning committee but will work with other staff, board members, and community partners.

Contents of Brief Proposal

- Name and contact information for key personnel that would be involved with titles, experience and qualifications
- Consultant's relevant experience
- Description of the scope of work proposed for the project including methods and activities to achieve project objectives and deliverables
- Roles and responsibilities of consultant, strategic planning committee, board of directors, and staff
- Schedule/ timeline for the project
- Detailed budget of all expected costs and areas where costs could be reduced

Evaluation Criteria

- Experience in similar work with the non-profit sector
- Facilitation skills working with staff and volunteers
- Related experience in strategic planning exercises
- Cost
- Schedule
- Compatibility with director and strategic planning committee

Submissions should be sent to:

Laura Ringo, Executive Director

Partners for Active Living

LRingo@active-living.org

864.598.9638

The schedule for the selection of a planning team is as follows:

RFP advertised: November 10, 2015

RFP response deadline: November 30, 2015

Interviews (if necessary): December 10 & 11

Consultant selection: Week of December 14

Commence project: January 2016

Project completion: April 2016