

## Strategic Planning Facilitation RFP: Questions and Answers

**Updates on 2/19/2026**- We received 5 new questions beginning with Q7 below. Also, we will respond to all new questions submitted by the Friday, February 20 deadline by no later than Monday, February 23<sup>rd</sup>.

**Q1. Do you have a board-staff strategic planning committee formed? If not, are you interested in organizing a committee to coordinate and direct the project with the consultant's guidance and facilitation?**

We will have a board-staff committee formed by the time the engagement begins.

**Q2. You list a goal of confirming/ refining the organization's mission, vision, and theory of change. Do you have a copy of the TOC available?**

The current theory of change is over 10 years old. We would be interested in drafting a new one through this strategic planning process.

**Q3. The Strategic Planning RFP notes that you want to answer the question of how to grow and diverse revenue. Are you also hoping that another outcome of the strategic planning process is to develop the comprehensive fundraising strategy itself?**

No, we plan to develop a comprehensive fundraising plan after the strategic plan process is complete. We anticipate the implementation action planning will lead into how our development function can support the priorities identified in the strategic plan.

**Q4. Discovery and assessment – stakeholder engagement:**

**A. Are you interested in surveying board and staff members along with conducting some interviews and interviews?**

Yes, we are interested in surveying all board and council members and conducting selected interviews and/or focus groups. In addition, we would like to survey some external partners/ funders and conduct interviews/ focus groups with them.

**B. Are you interested in organizing focus groups with youth and adult participants?**

We anticipate that the stakeholder engagement would focus on board and council members and our partner organizations and funders.

We have limited direct service activities with adults and would prioritize engaging our partners that do direct service of adults. We already have a mechanism for engaging youth.

**Q5. Are you open to a half-day or longer in-person retreat?**

Yes, we are open to a half-day or longer retreat.

**Q6. Timeframe:**

**A. What is the PIC's fiscal year?**

The PIC's fiscal year is July 1 to June 30<sup>th</sup>.

**B. Are you open to the entire process ending in October or early November instead of September?**

Yes, we would be open to a slightly longer process than 5-6 months. We would be interested in any phasing of the work in the consultant's plan. The PIC's Board of Directors is scheduled to meet on October 9<sup>th</sup>. The full engagement could be completed soon after that October meeting.

**Q7. Are there any strategic priorities or directions that are already decided vs. truly open questions?**

The PIC's role as a workforce board and school-to-career intermediary are core functions. The goal of planning is to strengthen these activities while also determining the PIC's role in other areas. This includes evaluating existing initiatives and priorities and exploring new opportunities for impact.

**Q8. How many stakeholders are anticipated across each group (board, staff, city/state leaders, partners, funders)?**

We recognize that this is important info for proposing budgets. We anticipate surveying up to 70 stakeholders, including Board and Council members, and conducting a combination of focus groups and interviews with up to 45.

**Q9. How do you envision the board be involved (i.e. full board sessions, a subcommittee, or primarily through the ED)?**

We envision that the board and council will be involved in a subcommittee with senior team members. We anticipate having this committee formalized before the project starts.

**Q10. Is the \$65,000–70,000 budget inclusive of any travel or printing costs, or is that reserved for consulting fees?**

The budget is inclusive of travel. We would consider proposals that show itemized costs outside of this range, including printing costs.

**Q11. How do you imagine communicating the process and the plan across all stakeholder groups? Is this an area where you would like help from the consulting team?**

We are interested in a communication plan. Applicants are encouraged to include any communication strategies and/or materials they would provide.