Flint & Genesee Literacy Network
Request for Proposals
Strategic Planning Consulting Services

Background
The Flint & Genesee Literacy Network is undertaking a new strategic planning cycle in 2018. The last three years have been spent on strengthening infrastructure, onboarding new staff and steering committee members, and positioning FGLN’s existing collaborative efforts for community-level scale. In February, 2018, FGLN partners, staff, and steering committee members participated in a series of facilitated conversations to articulate components that are important to FGLN’s strategic plan. What follows is a summation of those conversations.

Key Questions
We believe the following questions must be addressed in the planning process. Over the next 3 - 5 years

- What should be our unique role in addressing the literacy challenges our community faces? (The process should also develop our understanding of what is NOT our role.)
- While the Network’s focus is the most vulnerable learners, many of whom reside in Flint, how can we be of benefit/relevance to the entire county?
- What should be our leading strategies to make community-level change in literacy?
- What do we need to do to further strengthen the sustainability of FGLN?

Other Desired Outcomes of the Planning Process

- Formulation of our mission, vision, and shared beliefs, emphasizing “the why” of FGLN; the end product would be a statement about our unique identity that is understood by key stakeholders (no jargon!)
- Articulation of 3 - 5 ambitious but achievable goals, simply stated, enabling the steering committee, fiscal agent, partners, and staff to “speak the same language”
- A plan for deploying our resources (time, talent and treasure) related to the goals; the plan addresses role clarity for steering committee, staff, and partners
- A reporting mechanism that reinforces key messages and metrics geared to the steering committee; tools for monitoring progress are updated, as needed

The Process
We want a process that:

- Builds on our successes/experiences, to date, so we imagine beginning with a brief review of the Community Literacy Plan: what we set out to do, what we did and didn’t accomplish, what we learned
- Centers discussion around some of the options/possibilities for the network’s leadership role and purpose
- Ensures that as options are explored, we examine the tradeoffs between the different possible paths, especially recognizing the tradeoffs involved in “focusing more” or not
- Addresses refinements to mission and overall communications needs after answering the key questions
- Engages the Steering Committee and staff as the primary participants in the planning process but also loops out to community partners at key parts of the planning process.

(over)
Selection Process
Those interested in responding to this RFP are free to contact Ja’Nel Jamerson, Executive Director of the Flint & Genesee Literacy Network, to more completely discuss the RFP at: janel.jamerson@mcc.edu or 810-232-2001.

Interested parties are asked, by April 27:
- to submit a succinct description of your proposed process with associated costs
- to detail your experience supporting strategic planning in agencies utilizing a collective impact approach
- to detail the experience of the facilitator(s) with strategic planning (e.g., years of experience, types of organizations, etc.)
- to submit 1 – 2 samples of strategic plans, including metric documents (dashboards, etc.), that the facilitator helped to design

Timeline
On May 4th, a facilitator will be chosen and the steering committee will identify three 4-6 hour planning sessions (actual dates) to propose to the facilitator, June through August. The goal is for the steering committee to adopt the plan at its September 14 meeting.

All submissions are requested electronically.
Email to janel.jamerson@mcc.edu

The steering committee will review all proposals submitted and decide who to interview. The selection process will be completed by the end of April.

To learn more about the Flint & Genesee Literacy Network, please visit flintandgeneseeliteracy.org