

## **Request for Proposals (RFP): Strategic Planning Consultant (2027–2029)**

Ray Kinsland Leadership Institute (RKLI)

Release Date: February 20, 2026

Proposals Due: March 9, 2026 (5:00 p.m. EST)

Submit to: [tonya@rkli.org](mailto:tonya@rkli.org)

### 1. Background

The Ray Kinsland Leadership Institute (RKLI), a division of the Cherokee Boys Club, seeks a qualified consultant to guide the development of our 2027–2029 Strategic Plan. RKLI houses culturally based leadership programs including the Cherokee Youth Council, Jones-Bowman Leadership Award Program, and Right Path Adult Leadership Program. The plan should align with the seven Cherokee Core Values and support the continued growth and sustainability of RKLI programs.

### 2. Purpose

The consultant will help RKLI:

- Develop a 3-year strategic plan (2027–2029)
- Integrate findings from our recent organizational assessment
- Strengthen program evaluation and outcome tracking
- Align logic models created by RKLI's trained artist
- Provide high-level marketing and visibility recommendations
- Support fundraising/sustainability planning
- Create an implementation calendar with benchmarks

### 3. Scope of Work

The consultant will:

- Review assessments and program materials
- Facilitate planning sessions with staff (in-person required)
- Conduct stakeholder engagement as appropriate
- Translate assessment results into strategic priorities
- Collaborate with RKLI's logic model artist
- Draft strategic goals, evaluation framework, and sustainability/marketing recommendations
- Create a detailed implementation calendar and final presentation deck
- Align RKLI's strategic plan with the existing Cherokee Boys Club strategic plan

#### 4. Deliverables

- Draft(s) and final strategic plan (editable + print-ready+public and internal versions)
- Evaluation plan with timeline and benchmarks
- Strategic plan implementation timeline with benchmarks
- Marketing and sustainability recommendations
- Planning process workplan and summary of input
- Final presentation slide deck

#### 5. Estimated Timeline

- RFP Release: February 20, 2026
- Proposals Due: March 9, 2026
- Review Period: March 10-13, 2026
- Interviews (if needed): Week of March 16, 2026
- Project Start: By end of March 2026
- Final Plan Due: By Mid-Late May 2026 (preferably before)

#### 6. In-Person & Hybrid Expectations

- In-person required: all-staff or major planning sessions
- Hybrid allowed: leadership check-ins and small team meetings
- Travel costs must be included in the proposal budget

#### 7. Consultant Qualifications

- Experience with strategic planning for nonprofits/tribal/Indigenous organizations
- Familiarity with evaluation and logic-model-based planning
- Strong facilitation skills
- Understanding of culturally based leadership programs
- Ability to meet the required timeline

#### 8. Proposal Requirements

Submit a proposal including:

- Cover letter
- Consultant/firm background and team bios
- Approach and workplan (include timeline)
- Deliverables summary
- Detailed budget (including travel)
- Work sample(s) (optional)
- Two references

Email proposals to: [tonya@rkli.org](mailto:tonya@rkli.org)

#### 9. Evaluation Criteria

- Alignment with RKLI's mission and values and current plans and assessments (see [www.rkli.org](http://www.rkli.org) for more info.)
- Align with the Cherokee Boys Club, Inc. current strategic plan
- Quality of approach and methodology
- Relevant experience
- Strength of evaluation and logic model integration
- Timeline feasibility
- Cost clarity and value

#### 10. Standard Terms

- Possible rejection of any proposal
- Conflict of interest disclosure required
- Consultant must maintain confidentiality
- Proof of insurance may be required
- Consultant acts as an independent contractor
- All materials become property of RKLI
- Indigenous/Native-owned firms may receive preference when qualifications are comparable