



CONSERVATION LEGACY
701 Camino del Rio, Suite 101
Durango, Colorado, 81301
970.403.1149

Request for Proposals: Strategic Plan Facilitator
Responses Due by Close of Business (5:00 pm ET), Monday, August 1st

BACKGROUND:

At Conservation Legacy we envision a world with healthy lands, air and water; thriving people and resilient communities. Our mission is to engage future leaders who protect, restore, and enhance our nation’s lands through community-based service.

Conservation Legacy has been operating over 23 years. We began in the small town of Durango, CO, have grown to provide programming across the United States, with offices throughout the Southwest and Southeast. Our programming is embedded in local communities to make the greatest impact by meeting on the ground needs. Collectively our 9 local and national programs reach over 2200 members annually. We are among the largest youth corps programs in the country, with a budget of \$40M and 150 FTEs. Our primary partners include the National Park Service, US Fish and Wildlife, US Forest Service, and the Bureau of Land Management. We also work with a variety of non-profits and foundations across the country to deliver our mission.

Our organization produces a Strategic Plan every three (3) years. This document is created with input from members, community stakeholders, partner, board, volunteers, and staff. The Strategic Plan guides the annual production of the organization’s operation plans.

SCOPE OF WORK:

Conservation Legacy seeks a qualified facilitator with experience leading strategic planning to provide consultative services in preparation for and during the creation of the organization’s 2023-2025 Strategic Plan.

This facilitator will assist board and staff in determining appropriate additional market research and data inputs and guide the gathering of such information. The facilitator will also advise in the creation of the plan and will lead meetings and retreat sessions to solicit input on the plan’s direction and creation. It has been determined by Conservation Legacy that this plan will evolve the 2020-2022 Strategic Plan, which provided critical guidance over the last 3 years of change and will not require a complete re-invention of the plan. The current plan and reports are available upon request to inform proposals.

Facilitation for this process is limited to August 15th , 2022 – December 15th , 2022 (with final approval of the plan by the Board of Directors by year-end). Staff will work with the chosen facilitator to identify the appropriate number and length of meetings, as well as the appropriate audience for each. In addition, the facilitator will compile information from the meetings and make recommendations to the planning team regarding revisions to the strategic plan.



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REQUEST FOR PROPOSAL CRITERIA:

Each Request for Proposal (RFP) response will be evaluated according to the following criteria by a committee including staff and Strategic Plan Committee members:

- Prior success in facilitating strategic planning processes. Applicants should include examples of previous successful related work.
- Facilitator experience in facilitating Strategic Planning processes with similar sized organizations, budget, geographically dispersed staff, wide variety of programs, and federated models.
- Facilitator knowledge of corps, conservation, climate, inclusion, and or land management priorities.
- Facilitator knowledge and success in working with organizations that are advancing DEI learning and growth.
- Facilitator must be available to attend Conservation Legacy’s Quarterly Leadership Retreat October 27th and 28th. Retreat in in person. Location TBD.
- Experience and qualifications of the applicant:
 - o Experience in creating an inclusive environment for obtaining input
 - o Experience in gathering and utilizing data to drive the strategic planning process
 - o Ability to constructively challenge key stakeholders
 - o Experience in inspiring others to think innovatively
 - o Project management & change management experience
 - o Proposed fee

SUBMITTAL REQUIREMENTS:

- Two (2) page maximum application addressing RFP criteria and plan for reaching desired goals in scope of work.
- Submission must be received by 5pm ET on Monday, August 1st, 2022.

SEND PROPOSALS TO: jerickson@conservationlegacy.org

Follow-up phone/virtual interviews may be requested. Conservation staff and board leadership will select a facilitator by the week of August 15th. If no applicant matches the criteria listed above, Conservation Legacy withholds the right to extend the RFP submission deadline.

Questions regarding this Request for Proposal may be submitted directly to gbarille@conservationlegacy.org.



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