



HAISLA
NATION



**STRATEGIC PLANNING FACILITATION
& DEVELOPMENT OF STRATEGIC
PLAN**

REQUEST FOR PROPOSALS

September 2025

The Opportunity

The Haisla Nation invites qualified consultants to submit proposals to facilitate a strategic planning process and prepare an updated Haisla Nation Strategic Plan (2026–2030). The updated plan will build upon the Comprehensive Community Plan (2019) and the Strategic Plan (2022–2025), while ensuring alignment with community priorities and Haisla Nation Council (HNC) direction.

Background

The Haisla Nation is located at the head of the Douglas Channel in Kitamaat Village, British Columbia. With a population of approximately 2,000 members, our Nation continues to grow and strengthen our governance, programs, services, and economic opportunities.

The Haisla Nation Council oversees governance, administration, and delivery of services to members both on- and off-reserve. Strategic planning has been a vital tool in guiding our organization, aligning resources, and ensuring accountability to members. With the completion of the Comprehensive Community Plan and nearing the end of our 2022–2025 Strategic Plan, it is now time to develop a refreshed plan that reflects our community's vision, mission, and values, and sets clear priorities for the next five (5) years.

Purpose of Project

The purpose of this project is to:

- Facilitate a strategic planning process with Haisla Nation Council and Administration.
 - Review and update the Vision, Mission, and Values of the Haisla Nation.
 - Identify strategic priorities across all divisions:
 - Community Services (Child & Family Services, Education & Training, Health & Wellness)
 - Territory & Culture (Natural Resources, Culture & Heritage)
 - Infrastructure & Facilities (Capital Projects & Asset Management, Community Operations)
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- Shared Services (Finance, Human Resources, Information Technology, Governance & Administration)
- Develop a comprehensive Strategic Plan document that integrates the CCP goals, includes KPIs, and enables progress tracking.

Project Requirements

The successful consultant will be expected to:

1. Conduct a review of existing planning documents (CCP, Strategic Plan 2022–2025, and departmental mandates).
2. Design and facilitate planning sessions with HNC, and senior leadership.
3. Provide tools for engagement (e.g., surveys, focus groups, facilitated workshops).
4. Develop measurable goals, Key Performance Indicators (KPIs), and tracking mechanisms for the Strategic Plan.
5. Provide a template for quarterly reporting on progress of the Strategic Plan.
6. Finalize the Strategic Plan based on feedback from HNC and administration.

Qualifications of Firm

- Demonstrated experience facilitating strategic planning with First Nations governments or Indigenous organizations.
- Strong facilitation and engagement skills
- Knowledge of Indigenous governance, rights & title, and community planning.
- Ability to deliver professional, high-quality written documents and presentations.
- References from at least three similar projects.

Deliverables

1. Workplan (approved by HNC).
2. Facilitated Planning Sessions with Council and senior leadership.
3. Draft Strategic Plan (digital version).

4. Final Strategic Plan Document (professionally designed, in Word & PDF), including KPIs and measurable objectives.
5. Quarterly Progress Reporting Template to track implementation.
6. Presentation to Council summarizing the plan.

Key Dates

- RFP issued: September 23, 2025
- Deadline for questions: October 3, 2025
- Proposal Submission deadline: October 7, 2025
- Anticipated Project Start: October 2025
- Final Strategic Plan Due: November 10, 2025

Information Required – Proposals

Proposals should include:

- Firm overview, including relevant qualifications and experience.
- Project approach and methodology.
- Proposed work plan and timeline.
- Budget, including professional fees, travel, and expenses.
- Names and resumes of key personnel who will lead the project.
- References for three recent, relevant projects.

Evaluation Criteria

Proposals will be evaluated based on the following:

- Relevant experience and qualifications of the firm/team (30%)
- Demonstrated understanding of Indigenous communities and governance (20%)
- Proposed methodology and work plan (20%)

- Quality and clarity of proposal (10%)
- Cost-effectiveness/value for money (20%)

Additional Information

- The Haisla Nation reserves the right to accept or reject any or all proposals, and to negotiate scope or fees.
- All documents, data, and materials produced under this contract will remain the property of the Haisla Nation.
- All submissions will be treated as confidential.

Request For Proposals – Submission Details

All proposals must be submitted electronically in PDF format to:

Kierra Stevens
Executive Assistant
kstevens@haisla.ca

Subject Line: RFP – Strategic Plan Development – Haisla Nation

Proposals must be received by 4:00 pm on October 7, 2025. Late or incomplete submissions will not be considered.