



*The Episcopal Church*

# The Diocese of Georgia

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The Office of the Right Reverend Frank Logue, Bishop of Georgia

## Request for Proposals for Strategic Planning process

### **Purpose**

The Episcopal Diocese of Georgia has initiated a Request for Proposal (RFP) process to identify a qualified facilitator to guide and execute a process to create a 5-year strategic plan.

### **Who may respond**

The Diocese seeks a person or group who has demonstrated experience in successfully developing consensus-based strategic plans, has strong facilitation skills, has proven experience with church or non-profit strategic planning, and a strong understanding of the structure and purpose of a Diocese of the Episcopal Church.

### **Scope of work**

We want to contract with a partner for this work. Rather than handing off the process to another person or entity, diocesan leaders will be directly involved in the process. Here is an outline of how we picture the work toward a strategic plan. A proposal may offer an alternate process and timeline.

Facilitator leads a listening session with the clergy of the Diocese and with parishioners at four regional listening sessions around Central and South Georgia to gather input from everyone in the Diocese interested in taking part. The Diocese can supply scribes for those sessions to capture what is said to support this work. The listening sessions can be scheduled for a single multi-day trip to and around the Diocese or divided into no more than two multi-day trips.

Following these listening sessions, we expect a document gathering what has been heard into common themes that are working toward a strategic plan. This interim document will be shared with leadership. The facilitator can lead a session with the Diocesan Council (including staff who attend ex officio), the Deans, and the Standing Committee. This will permit a deepening of insight in response to the interim report. This work will be completed by October 1, 2024. This will permit the Diocesan Convention meeting in Tifton on November 8-9 to be a place to share the work to date and gather more input.

The final deliverable, due by December 1, 2024, will name the discovered overall vision and key goals that will inform the strategic planning process. This will go to a Strategic Planning Committee appointed by the bishop with approval of Diocesan Council. That group is responsible for working with the bishop on a final plan with an executive summary, followed by comprehensive, detailed plan that identifies: shared vision, goals, objectives, strategies and tactics, while naming responsible partners and their roles, measures and outcomes, as well as identifying resource development strategies.

**Proposal – Must include the following:**

Name whether the scope of work requested will be conducted by a single consultant, a consultant group, or by a partnership of consultants. The proposal should provide the name, title, address, telephone number, and email address for each person engaged in the project. If a consultant group or partnership of consultants, the proposal should indicate who will serve as the point person.

Name how this will be billed. This may be, for example, a flat rate that details what is covered for the whole project together. Include how additional costs could be incurred, how those would get prior approval, and the hourly rate for the additional work. The proposal may also be for an hourly rate plus travel expenses, naming the anticipated maximum amount for the project.

The proposal must describe the consultant's qualifications to conduct the RFP scope of work activities, expertise, knowledge, and experience. Experience should include examples of conducting similar or related work for a church, diocese, or other non-profit. Please provide the names of three churches or non-profit organizations with contact information as references. It is our intent that a selection will be made by April 15. Any questions related to this project must be submitted in writing no later than March 1. Questions will be compiled and sent to all potential responders by March 8.

Send this to [bishop@gaepiscopal.org](mailto:bishop@gaepiscopal.org) on or by March 15, 2024.