



# SEEKING STRATEGIC PLANNING CONSULTANT

**PROJECT TIMELINE:** May 2024 - November 2024  
**DEADLINE TO CONTACT CPF WITH INTEREST:** April 15th, 2024  
**CONTACT PERSON:** Heather Herold,  
Director of Grants and Operations  
**EMAIL:** [hherold@coloradoplateaufoundation.org](mailto:hherold@coloradoplateaufoundation.org)



The Colorado Plateau Foundation (CPF) seeks a strategic planning consultant to build on our previous strategic plan to guide our next four years. CPF is nearing the end of our 2021-2025 strategic plan cycle and intends to finalize a new plan by the Winter of 2024. In the last four years, we have doubled our staff size and significantly increased our organizational and grantmaking budgets. After a period of rational and rapid growth, CPF is ready to plan for and determine the next steps in our organizational journey.

## ABOUT CPF

The Colorado Plateau Foundation is a 501c3 Native-led public charity and grantmaking institution located in Flagstaff, Arizona, and serves the entire Colorado Plateau with a staff that *Lives Where We Serve*. CPF connects the philanthropic community to on-the-ground initiatives led by Native American communities in the Colorado Plateau region of the Southwest to protect lands, waters, and cultures for generations to come. In addition to providing general support and capacity-building grants, CPF connects communities with resources that build organizational capacity and collaboration and provides education and outreach to the public and nonprofit community.

The Colorado Plateau and its people face many contemporary challenges, including environmental threats, sustainability, sovereignty and self-determination, culture, and wellness. Native American-led initiatives across the region address these challenges in innovative and inspiring ways, using community-centered approaches to create meaningful change.



At the same time, Native American organizations are underfunded by the philanthropic community, where support is often given to national organizations, urban initiatives, or non-Native driven projects. While we are all working together to protect the Plateau, Native peoples are uniquely positioned to offer solutions based on millennia of history and experience.

## ABOUT THE CPF STAFF AND BOARD

CPF is staffed by seven full-time employees, all working remotely across the Plateau. CPF's headquarters is located in Flagstaff, Arizona. CPF is governed by a nine-member Board of Directors that is also connected to the Colorado Plateau. Our staff and Board are majority Native American and from the Plateau. We are a driven team with a deep belief in and commitment to our mission, vision, and values.

### **Desired Qualities in A Consultant:**

- Substantial experience with the philanthropic sector
- Open to the strategic planning structure that fits us best; we know what we want, but we need someone to help us get there
- Clear, straightforward communication style; excellent oral and written skills
- Independent with a high competency in time and project management
- Ability to work in a team setting and collaborate with other consultants if needed
- Cultural competency with a deep understanding of Native cultures, values, and community dynamics
- Excellent facilitator and listener, able to structure and facilitate dialogue and agreement among diverse individuals and partners
- Willingness to understand how we do the work we do and why
- Comfortable working virtually
- Flexibility and adaptability; we are a fast-moving organization with rapidly changing external contexts to respond to
- Deep understanding or ability to learn quickly about the Plateau and its Native peoples

### **Desired Aspects and Structure in a Strategic Planning Process**

- Assessing people and conditions to determine a pragmatic, equitable, and efficient process for inclusion in the process
- Interviewing or surveying Board, staff, and key partners for insights
- Facilitating staff discussions on major topics
- Managing project timeline and deliverables
- Working with the staff to identify and include external factors influencing our work
- Incorporating CPF's key documents (existing strategic plan, case statement, website, Ten-year Report, Native Movement Building on the Colorado Plateau, CPF's messaging framework etc.)
- Addressing fundraising, grantmaking, communications, strategies and partnerships, organizational capacity, CEO succession, and our priority funding areas (CPF will host a regional leaders gathering in May to help identify these priority areas for the future)
- CPF may engage additional consulting services, particularly for a detailed CEO succession plan and communications plan
- Composing and editing plan with CEO management
- Completing a strategic plan that is ambitious and realistic, and reflects an efficient and effective path forward for the organization

## Proposal Requirements

The proposal should include the consultant's background, approach to strategic planning, project timeline, budget, case studies, or examples of previous relevant work.

### References and Work Samples

- Provide examples of strategic plans developed for similar organizations and references from past clients.

### Provide a Detailed Budget

- Including fees for services
- Travel expenses
- Any other anticipated costs

## Submission Guidelines

The deadline for submitting proposals is April 15th, 2024.

Send proposals in a PDF format to Heather Herold, Director of Grants and Operations at [hherold@coloradoplataefoundation.org](mailto:hherold@coloradoplataefoundation.org).

## Evaluation Criteria

CPF will select a consultant based on expertise and experience, approach methodology, cultural competence, and cost.

## Selection Process

The CPF management team will review proposals.

Finalists will be invited to participate in a virtual or in-person interview.

We estimate a final decision for the selected consultant to be May 15th with notification soon afterward.

