



# **CONFEDERACY OF TREATY SIX FIRST NATIONS**

**REQUEST FOR PROPOSALS  
FACILITATION OF STRATEGIC PLANNING**

**JUNE 2021**

# REQUEST FOR PROPOSALS

The Confederacy of Treaty Six First Nations (CT6FN) is seeking proposals from qualified facilitators to assist its Board of Directors with the development of a 3-year strategic plan from August 18-19<sup>th</sup> 2021.

## Background

(CT6FN) is a not-for-profit organization registered under the *Canada Not-for-Profit Corporation Act*. The organization is currently made up of several First Nations within the Treaty No. 6 territory in Alberta. The member nations are represented by their Chiefs or proxies, who meet as an Assembly on a monthly basis.

The statement of purpose for the CT6FN is to “advocate, protectorate and representative organization for the Treaty Rights as stipulated in Treaty No. 6, and all documents pertaining to Treaty and First Nations Rights, including but not limited to the Constitution Act (1982), Royal Proclamation (1763) among others”

The CT6FN organization currently has departments that deal with matters coming under Health, Emergency Management, Treaty Advocacy and Bilateral Treaty discussions. The organization assists the member nations with services that fall under Treaty No. 6 and are directed by the Board and the member nations. The Board operates under a Policy Governance model and its purpose is to ensure the organization defines and achieves its vision, mandate, and operational requirements.

Given that COVID-19 has created issues with meeting in person, this meeting may have to take place virtually, depending on the provincial health restrictions. The successful facilitator must be able to have the ability to manage an online forum with approximately 20-25 participants, and to successfully complete this type of work.

## Overview

The CT6FN has identified the need to create a strategic vision and plan to guide its efforts over the next three (3) years. The CT6FN members, Board and staff will determine the mission of CT6FN, its future vision and strategic imperatives.

## Deliverables (to be achieved by September 30, 2021)

1. Clarify reasons for organizational existence:
  - a. Clearly establish a Mission Statement, a Mandate, and a Vision Statement.
2. Determine operational functions that meet the vision:
  - a. Establish Vision Organizational Values
  - b. Determine how we want to be seen by key stakeholders.

### 3. Create a plan:

- a. Develop strategic and operational imperatives to focus efforts in the next 3 years to deliver the vision.

## **Proposal Requirements**

### 1. Consultant/Facilitator Profile

- Name, Title and Contact Information
- Description of relevant background
- Description of services offered

### 2. Qualifications and Experience

- Outline how the consultant/organization meets the required qualifications and experience as detailed in the RFP

### 3. Service Process Overview

- Process for delivering services that are customized for, responsive to and aligned with CT6FN's organizational needs
- Description of approach to planning, facilitating, and developing a strategic plan

### 4. References & Sample Work

- Provide two references
- Provide sample strategic plans for which consultant/organization provided service

### 5. Proposed Costs

- Please provide detail/bio of the team that will be utilized, and total cost with an itemized breakdown of fees and deliverables, including all taxes and expenses

## **Evaluation of Proposals**

Proposals will be evaluated by a committee who will make a recommendation to the Grand Chief, Okimaw Vernon Watchmaker based on the following criteria:

1. Experience in strategic planning and facilitation with non-profit organizations
2. Cost
3. Experience and knowledge related to First Nations and Treaty Rights
4. Cultural Awareness and knowledge related to Board Governance
5. Facilitation skills working with Boards of Directors, Committee's, member nations, staff and key stakeholders
6. Ability to integrate a First Nations perspective into the planning process
7. Suggested approach and rationale
8. Highly developed project management skills

## Submission

Proposals are to be submitted by email to:  
Lisa Mills at [lmills@treatysix.org](mailto:lmills@treatysix.org)

For further information about The Confederacy of Treaty Six First Nations, please visit our website at [www.treatysix.org](http://www.treatysix.org)

## Timeline

- Contract Awarded – June 25, 2021
- Pre-Meeting – July 2, 2021
- Session Preparation – July 15 2021
- Strategic Planning Session Facilitation – August 18-19<sup>th</sup>, 2021
- Final Strategic Plan Report – September 2021

Indigenous consultants and organizations are strongly encouraged to apply. Please submit proposals with subject line: **STRATEGIC PLAN RFP 2021** to [lmills@treatysix.org](mailto:lmills@treatysix.org) by **4:30 p.m. on June 18, 2021**

CT6FN reserves the right not to accept the lowest or any bid proposal submitted through this process. Full or partial in-kind proposals are welcome. No payments will be made to the consultants for the preparation and submission of proposals in response to this request.

*Timeline subject to change*