

# **Peace Community Center**

## **Community Engagement & Strategic Planning RFP**

### **Introduction**

Peace Community Center was envisioned and birthed by Peace Lutheran Church, a community of faith that has been rooted in and loved the Hilltop community for over a century. The Peace Community Center has served Hilltop children, youth, and families for nearly 25 years with in-school, after-school, and summer programs focused on young people's academic and holistic development.

Despite its rich history, the Center currently faces a critical juncture due to financial instability, and the external forces of neighborhood gentrification and changes in the after-school landscape, resulting in the termination of current programming and staff. As we embark on a journey to rebuild and reimagine the organization, we recognize the urgent need for comprehensive community engagement and strategic planning to set a shared vision for Peace Community Center and regain the trust of the neighborhood and our partners. Regardless of the current challenges, our dedication to serving and uplifting the community remains steadfast.

### **Scope of Work**

The selected consultant/organization will play a pivotal role in guiding Peace Community Center through a transformative strategic planning process, focusing on the following key areas:

- Conduct a community engagement process, in partnership with the Board of Directors and Strategic Planning Committee, to understand the current strengths, needs, aspirations, and concerns of the Hilltop neighborhood and organizational partners. Provide additional context by sharing demographic and other forms of data about the Hilltop neighborhood and broader community. This could include but is not limited to comprehensive stakeholder interviews (12), focus groups (3), and a survey.
- Using the insight gained from the community engagement process to facilitate an inclusive strategic planning retreat with the Board of Directors and Strategic Planning

Committee to redefine the organization's mission, vision, values, and program priorities.

- Develop a strategic plan that outlines clear goals, objectives, and action steps for the Center's revitalization and sustainable growth over the next 12 to 24 months, with a strong emphasis on regaining community trust and strengthening partnerships.
- Identify opportunities for partnership and collaboration with Peace Lutheran Church, the founding entity of Peace Community Center, to deepen our roots in the community and enhance mutual support.

### **Deliverables**

The consultant/organization will ensure the following key deliverables:

- Comprehensive community engagement report summarizing findings from stakeholder interviews, engagement sessions, and community data points, including an analysis of community strengths, needs, aspirations, and concerns.
- Strategic plan document outlining the organization's renewed mission, vision, values, program priorities, goals, objectives, and action steps for revitalization.
- Peace Lutheran Church partnership proposal, outlining strategies for collaborative initiatives and shared resources.
- Communication plan for stakeholder engagement, including strategies for rebuilding trust, fostering transparency, and mobilizing community support.

### **Timeline**

The project is expected to commence no later than June 1, 2024, and ideally be completed by October 1, 2024. The selected consultant/organization should provide a detailed timeline outlining key milestones and deliverable due dates, with flexibility to accommodate community input and feedback.

### **Budget**

Interested consultants/organizations should provide a detailed budget proposal outlining the costs associated with delivering different aspects of the scope of work described above. The budget should include all expenses such as consultant fees, travel, materials, community engagement activities, and any other relevant costs. The Center has budgeted \$25,000 to \$50,000 for this project.

## **Proposal Submission**

Interested consultants/organizations should submit their proposals no later than May 17, 2024 to [directors@peacecommunitycenter.org](mailto:directors@peacecommunitycenter.org). Proposals should be addressed to the Peace Community Center Board of Directors and include a cover letter, proposed methodology/approach, relevant experience, individual or team qualifications, and a detailed budget proposal.

## **Proposal Evaluation Criteria**

- Demonstrated experience and expertise in community engagement, strategic planning, governance, and organizational development.
- Proven ability to both lead community engagement, and support board and committee volunteers to engage with community.
- Understanding of the unique strengths, beauty, needs, and challenges of Tacoma's Hilltop neighborhood, as reflected in the Center's ultimate commitment to the community.
- Clarity, feasibility, and inclusivity of proposed methodology and approach, with a focus on regaining community trust and fostering partnerships.
- Qualifications and experience of the consulting team or individual generally, and particularly in working with diverse communities and addressing systemic inequities.
- Cost-effectiveness, resource efficiency, and alignment with the Center's values and objectives.

## **Contact Information**

For inquiries or additional information, please contact Bill Hanawalt, Peace Community Center Transition's Consultant at [info@peacecommunitycenter.org](mailto:info@peacecommunitycenter.org) or 253.777.3027. Further details about Peace Community Center and its historic mission, values, and programs can be found on our website at [www.peacecommunitycenter.org](http://www.peacecommunitycenter.org).

*Thank you for your interest in supporting the Peace Community Center as we embark on this transformative journey to rebuild, revitalize, and reaffirm our commitment to the Hilltop community.*