



LCF Georgia
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Request for Proposal (RFP) for Strategic Planning Services

Issued by: Latino Community Fund (LCF Georgia)

Date of Issue: February 12, 2025

Proposal Due Date: March 21, 2025

1. Introduction

LCF Georgia is seeking proposals from qualified consultants or firms to help develop a comprehensive 3 year strategic plan. This plan will guide our organization's director over the next years, ensuring alignment with our mission, vision, and key objectives.

2. Background

Founded in 2017, Latino Community Fund Georgia's (LCF Georgia) mission is to be a catalyst for investment and collaborative work and to drive a positive narrative for the Latino community in Georgia. We facilitate the collaboration of over 40 Latino-serving nonprofits across the state to serve and engage Georgia's Latino communities, We also provide direct services in areas of the state with high concentrations of Latinos that lack culturally and linguistically appropriate services and are a philanthropic intermediary for our Latino nonprofits in Georgia.

LCF Georgia intentionally tries to stay nimble to be able to respond quickly as community needs arise. During the pandemic, LCF Georgia was able to lead the outreach, testing and vaccination efforts across the state focused on immigrant and Latino-centric efforts along with 22 member organizations, administering 4,541 COVID tests, distributed over 17,000 self-tests and administered over 16,000 vaccines. Additionally, LCF Georgia was able to raise and distribute \$1.2 million to community and members providing 14,000 families with rent assistance, 30,000 with PPE, and 8,200 families with food and diapers.

Today, LCF Georgia has 5 specific programs: Advocacy, Civic Participation, Health & Wellbeing, Technical Assistance (to nonprofits and micro-entrepreneurs) and Community Investments.

We have 15 staff members, 15 consistent contractors, and an annual budget of approximately \$2,700,000.

Funding relies heavily on private foundations (85%)

3. Scope of Work

The selected consultant or firm will be responsible for:

- Conducting an organizational assessment, including stakeholder engagement and in connection with board and staff revising mission and vision statements.
- Facilitating strategic planning sessions with leadership and key stakeholders.
- Identifying strategic priorities, goals, and measurable outcomes.
- Developing an implementation framework with timelines and responsibilities.
- Providing final documentation and recommendations by no later than 3/21/2025

4. Deliverables

- A comprehensive strategic plan document.
- Summary reports of stakeholder engagement findings.
- Implementation roadmap with clear milestones.
- Final presentation to leadership and board.

5. Proposal Requirements

Interested firms or consultants should submit a proposal of no more than 10 pages that includes:

- A cover letter summarizing qualifications and interest.
- A detailed approach and methodology for the strategic planning process.
- Examples of previous strategic planning work.
- Timeline for project completion.
- Detailed budget and fee structure.
- References from past clients.

6. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- Experience in strategic planning for similar organizations.
- Contextual understanding of Latino/immigrant communities in the South



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- Quality and clarity of proposed approach.
- Demonstrated success in facilitating stakeholder engagement.
- Cost-effectiveness and value.
- References and past performance.

7. Submission Instructions

Submit proposals electronically to Mariangela Corales, Chair of the Strategic Plan Committee (2025RFP@lcfgeorgia.org) by [deadline date]. Questions regarding this RFP should be directed to gigi@LCFGeorgia.org, Executive Director of LCF Georgia.

8. Timeline

- RFP Issuance: Feb 12, 2025
- Deadline for Questions: March 20, 2025
- Proposal Submission Deadline: March 21, 2025
- Selection and Notification: End of March
- Project Start Date: April 2025

LCF Georgia reserves the right to reject any or all proposals, modify the scope, and negotiate terms as needed. All proposal documents belong to LCF Georgia once submitted. .