



Request for Proposal (RFP)

Issued:	September 15, 2025
Application Deadline:	Oct 6, 2025 at 5:00 PM EST
Please submit proposals to:	Clovis Grant, Chief Executive Officer 80F Centurian Dr. Suite 200 Markham, ON, L3R 8C1 clovis.grant@360°kids.ca

1. Introduction

360°kids supports youth experiencing homelessness across York Region by providing a full circle of care through housing, employment, education, and health & well-being services. Each year, we serve over 3,000 youth through more than 30 innovative programs tailored to meet their unique needs.

We believe that every young person deserves a safe place to call home and the opportunity to realize their full potential. Whether it's emergency housing, job readiness, mental health support, or help staying in school, we're here to walk alongside youth every step of the way.

We are seeking proposals from qualified consultants or firms to facilitate the development of a 3-5 year strategic plan that will guide our work, strengthen our impact, and align with our mission, vision, and values.

The plan must reflect a commitment to equity, inclusion, and meaningful engagement of diverse stakeholders, including youth with lived experience, Board members, staff, volunteers, and community partners.

2. Project Objectives

- Design and facilitate a strategic planning process that is participatory, inclusive, and equitable.
- Engage stakeholders at all levels, with special emphasis on centering the voices of youth with lived experience.
- Review and incorporate organizational mission, values, and equity principles.
- Conduct an environmental scan, including internal strengths/weaknesses and external opportunities/threats (SWOT or similar).
- Identify strategic priorities, goals, and measurable outcomes for the next 3–5 years.
- Provide a clear, actionable, and accessible written strategic plan.

3. Scope of Work

1. Planning & Design – Develop a detailed work plan, timeline, and engagement approach.
2. Stakeholder Engagement – Facilitate interviews, focus groups, or surveys with youth, staff, Board members, and community partners. Ensure youth voices are central and authentically included.
3. Research & Analysis – Conduct an environmental scan and stakeholder feedback synthesis. Assess current organizational capacity and needs.
4. Strategic Priorities & Goals – Facilitate Board and staff workshops to build consensus on priorities. Draft strategic goals, objectives, and strategies.
5. Final Deliverables – A written strategic plan (with clear priorities, goals, reporting tool and measures of success), . A presentation of findings and recommendations to the Board of Directors.

4. Deliverables

- Work plan and stakeholder engagement strategy.
- Summary of stakeholder input and environmental scan findings.
- Draft and final versions of the strategic plan (3–5 year).
- Facilitation of at least one Board/staff retreat or workshop.
- Final presentation to Board of Directors.

5. Timeline

The project is expected to begin late October 2025 and be completed by March 30, 2026 Please include a proposed project schedule in your response.

6. Budget

Proposals must include:

- A detailed cost estimate of no more than **\$25,000** including consultant fees, travel (if any), facilitation, youth honouraria and other expenses. HST not included.
- Payment schedule aligned with deliverables.

7. Proposal Requirements

- Cover letter and summary of qualifications.
- Description of approach and methodology, including how you will engage diverse stakeholders and centre youth voices.
- Timeline with key milestones.
- Budget and fee structure.
- Examples of similar work (especially with nonprofits, youth-focused organizations, or equity-centred planning).
- Two references from previous clients.

8. Evaluation Criteria

- Experience with nonprofit strategic planning, particularly with youth-focused and equity-centred organizations.
- Approach to stakeholder engagement, especially inclusion of youth voices.
- Demonstrated commitment to equity, diversity, and inclusion.
- Clarity, feasibility, and creativity of proposed methodology.
- Cost-effectiveness and value.
- References and past performance.

9. Conflict of interest

Applicants responding to this RFP may not have any personal or business interest that would represent an actual, potential, or apparent conflict of interest with the performance of the contract to be awarded.

10. Submission Instructions

Please submit proposals electronically (PDF format) by **5:00PM October 6, 2025** to:

Clovis Grant, Chief Executive Officer
clovis.grant@360kids.ca

Questions regarding this RFP may be directed to clovis.grant@360kids.ca no later than **5:00PM September 26, 2025**

11. Terms

- The organization reserves the right to accept or reject any proposal, negotiate with finalists, and modify the scope as needed.
- All submitted materials will remain confidential.