



TRI-COUNTY

COMMUNITY ACTION AGENCY
Empowered People Strengthen Communities

Tri-County Community Action Agency, Inc. (TCCAA) is requesting proposals from consultants with expertise in facilitating inclusive strategic plans for non-profit organizations. This plan will guide the direction of TCCAA from 2024 through 2027 and establish the framework for strategic priorities and operational goals of serving Halifax, Charlotte and Mecklenburg Counties of Southside, Virginia. Tri-County Community Action Agency is a 501(c)(3) governed by eighteen volunteer board of directors. Administrative facilities are located at various locations across the service area outlined above. We invite your organization to submit a proposal to us by **November 10, 2023** via email at pcarter@tricityva.org or by mail to Petrina Carter (P.O. Box 799, South Boston, VA 24592). Services, timeframe and other expectations are highlighted below.

Services expected to be performed include:

1. Conduct research of agency's history, scope of work and community needs
2. Organize and facilitate planning sessions with board, staff and stakeholders.
3. Assist with collection and analysis of data.
4. Reflect the needs, voices and interests of a changing and diverse community.
5. Develop priorities, action plans and processes for evaluating goals, as well as developing strategies based on ongoing assessments.
6. Establish a method for evaluating progress and reporting on outcomes at the leadership level.
7. Prepare final document for approval that outlines clear outcomes and graphic demonstrations of data collected.

Timeframe

The following process is projected to be initiated in January 2024 and completed by April 2024.

Other Requirements

In order to qualify as a candidate, consultants must have the following:

1. State Corporation Commission (SCC)
2. Two Letters of Recommendation

To learn more about Tri-County Community Action Agency programming, visit our website at www.tricityva.org .