



ECKAN

East Central Kansas Economic Opportunity Corporation

Request for Proposal Strategic Planning Consultant Services

This RFP is for Strategic Planning Consultant Services for East Central Kansas Economic Opportunity Corporation (ECKAN).

Responses Due: May 15, 2026

Send any questions on the RFP to: Korrie Snell, Director of CSBG Operations

Send proposals to: Korrie Snell
C/O ECKAN
PO Box 40
Ottawa, KS 66067

Goal for service partnership start: August 30, 2026

Project Overview

ECKAN invites qualified consultants or firms to submit proposals to facilitate the development of ECKAN's next Strategic Plan.

ECKAN seeks a partner to lead a comprehensive, inclusive, and data-informed strategic planning process that results in a clear, actionable plan aligned with Community Action requirements and Organizational Standards.

This engagement is contingent upon funding. Based on submitted proposals, ECKAN will apply for a discretionary grant through KHRC in May 2026. Award decisions are expected August 15, 2026. Work will begin only if funding is awarded.

East Central Kansas Economic Opportunity Corporation (ECKAN) Introduction

ECKAN is a not-for-profit Community Action Agency serving East Central Kansas. Our mission is:

ECKAN builds connections and provides program services in East Central Kansas to support the stability, health, and engagement of low-income individuals and families.

ECKAN serves 16 counties through Weatherization, with 9 core counties also offering CSBG-funded community centers and food programs, Head Start, Early Head Start, Housing Choice Vouchers, affordable rental homes, and other anti-poverty initiatives.

Purpose of the Strategic Plan

ECKAN's current 5-Year Strategic Plan expires April 24, 2027.

The purpose of this project is to:

- Develop a new 5-year Strategic Plan
- Incorporate findings from the most recent Community Needs Assessment, aligning agency programs, services, and resources with community needs
- Ensure compliance with applicable funding standards and requirements
- Strengthen ECKAN's impact in reducing poverty and supporting the stability, health, engagement, and self-sufficiency of individuals, families, and communities with low-incomes

Scope of Work

The selected contractor will:

- Develop a strategic planning process and timeline
- Coordinate with ECKAN leadership
- Review existing materials, including, but not limited to:
 - Community Needs Assessment
 - Current Strategic Plan
 - Program data and outcomes
 - Customer satisfaction data
 - Communication and outreach strategies
- Facilitate planning sessions
- Identify strategic priorities and goals
- Develop measurable and obtainable objectives and performance indicators
- Support board and leadership alignment
- Ensure plan alignment with
 - ROMA framework
 - CSBG Organizational Standards
- Draft the Strategic Plan document

Final Deliverables

- Final Strategic Plan (clear, concise, and actionable)
- Implementation framework including:
 - Goals and timelines
 - Suggested tracking and reporting structure
- Presentation of the final plan to ECKAN leadership and Board

Timeline

Milestone	Date
Release of this RFP	April 2026
Proposals Due	May 15, 2026
ECKAN Grant Submission to KHRC	May 2026
Anticipated Notice of Grant Awards	August 15, 2026
Contractor Notification	August 2026
Project Start	Upon award, if awarded
Project Completion	Prior to May 2027

Budget

ECKAN requests a detailed cost proposal, including:

- Total project cost
- Breakdown by phase or deliverable
- Hourly rates, if applicable

ECKAN encourages cost-effective proposals. In-kind or reduced-cost options may be considered.

Proposal Requirements

Proposals should include:

1. Organizational Information

- Firm or consultant name
- Contact information
- Overview of experience

2. Relevant Experience

- Experience with strategic planning
- Experience with Community Action Agencies or similar organizations

3. Proposed Approach

- Description of planning methodology
- Stakeholder engagement approach
- Proposed timeline

4. Deliverables

- Description of final products

5. Cost Proposal

- Detailed budget

6. References

- At least three relevant references

Submission Instructions

Submit proposals to:

ECKAN

Attn: Korrie Snell

PO Box 40

Ottawa, KS 66067

Or via email: ksnell@eckan.org with subject line beginning “Strategic Planning Proposal”

Evaluation Criteria

Proposals will be evaluated based on:

- Relevant experience and qualifications
- Understanding of Community Action and requirements
- Quality and feasibility of proposed approach
- Cost effectiveness
- References

Additional Information

- ECKAN reserves the right to accept or reject any proposal
- This RFP does not guarantee a contract award
- Contract award is contingent upon external funding approval

Contact for Questions

Korrie Snell, CCAP

Director of CSBG Operations

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ECKAN.org