



## NAK'AZDLI WHUT'EN

P.O. Box 1329, Fort St. James, B.C. V0J 1P0  
Telephone (250) 996 – 0088  
Fax (250) 996 – 8010

### Request for Proposals (RFP):

#### Strategic Planning Consultant Services for the Keyoh Governance Strategic Plan

##### Background:

Nak'azdli Whut'en, a member of the Dakelh Nation, is committed to asserting its decision making role by enhancing the customary rights of its ancestral territories. Situated adjacent to Fort St. James, British Columbia, the Nation comprises 18 reserves, with a significant on-reserve and off-reserve population.

Governance in Nak'azdli is deeply rooted in traditional Keyoh (family territory) systems, which form the foundation for decision-making and stewardship practices.

In alignment with the **Yinka Huwunline (YH) Department Mandate**, this RFP aims to engage a consultant to develop a **Keyoh Governance Strategic Plan**. This plan will serve as a blueprint to integrate traditional governance systems with modern administrative frameworks, ensuring sustainable stewardship, cultural integrity, and economic development.

##### Purpose and Objectives:

The **Keyoh Governance Strategic Plan** will:

- Strengthen Nak'azdli's governance by integrating Keyoh decision-making and jurisdictional authority.
- Provide a five-year actionable implementation plan and a long-term vision.
- Align governance practices with the **YH Mandate**, emphasizing cultural heritage, territorial jurisdiction, lands and resources management, economic development, and the health and wellness of youth and elders.

##### Scope of Work

The consultant will:

#### 1. Community Engagement

- Facilitate 2–4 community meetings and targeted engagements with elders, youth, staff, and leadership.
- Conduct 4 meetings with Chief and Council
- Conduct online surveys and leverage social media for broader participation.
- Collaborate with relevant committees/working groups and traditional leaders to ensure inclusivity and cultural alignment.

## **2. Background Research**

- Review historical governance practices, demographic data, and previous works.
- Develop baseline indicators to assess challenges, risks, and progress.
- Literature review of related reports within the region as the pertain to the project scope.
- Integrate Nak'azdli-specific legal orders and stewardship principles into governance recommendations.

## **3. Strategic Plan Development**

- Draft a comprehensive governance strategy incorporating best practices and community input.
- Create communication tools and materials to convey the plan to members.
- Develop a roadmap for the plan's adoption and implementation.

## **4. Key Deliverables**

- Draft and finalize versions of the Keyoh Governance Strategic Plan.
- An actionable five-year implementation framework.
- A communication strategy for disseminating the plan.

## **Consultant Qualifications**

The ideal consultant will have:

1. Extensive experience working with Indigenous communities, particularly those with Keyoh systems.
2. Proven expertise in strategic planning and governance development.
3. Familiarity with Nak'azdli Whut'en's cultural and stewardship priorities.

## **Proposal Requirements**

To ensure consistency, proposals should include:

1. **Introduction and Project Understanding** (1 page)
  - Describe your understanding of Nak'azdli Whut'en and the Keyoh system.
2. **Methodology** (3 pages)
  - Outline your approach to community engagement and plan development.
3. **Relevant Experience** (1 page)
  - Highlight previous work with Indigenous communities and Nak'azdli Whut'en.
4. **Project Team** (2 pages)
  - Detail the expertise of your team members.
5. **Budget and Schedule** (1 page)
  - Provide a clear budget and timeline.

## **Evaluation Criteria**

Proposals will be assessed on:

<b>Item</b>	<b>Score</b>
Introduction and Project Understanding	10
Methodology & Planning, Coordinating Experience	20
Previous experience on Strategic Planning	20
Previous experience working with NW	15
Project Team	20
Budget and Schedule	10
Proposal Completeness	5
<b>TOTAL</b>	<b>100</b>

### Submission Details

Submit proposals to the Director of Lands and Stewardship, **seraphine.munroe@nakazdliwhuten.ca** by **February 21<sup>st</sup>, 2025**. All submissions become the property of Nak'azdli Whut'en.

### Terms and Conditions:

The consultant must comply with:

- British Columbia's legal and safety regulations.
- Confidentiality agreements.
- Conflict-of-interest disclosure requirements.

Nak'azdli Whut'en reserves the right to modify the RFP or reject proposals at its discretion.