



RINGETTE | RINGUETTE
CANADA

REQUEST FOR PROPOSAL

2023

**STRATEGIC STAKEHOLDER CONSULTATION
STAGE 1 - NEW STRATEGIC PLAN**

ORGANIZED BY:
Ringette Canada Board of Directors



2023

About Ringette Canada



Ringette Canada is the National Sport Organization that oversees the sport of Ringette in Canada. As the governing body for ringette, we are passionate about improving and promoting our sport. We strive to provide programs, events and initiatives that allow participants to play ringette at every level.

We work together with coaches, officials and volunteers to make ringette a safe, inclusive and fun sport that all Canadians can enjoy. As world leaders in ringette, we also help elite athletes reach their highest potential so that they can compete nationally and internationally.

Project Background



Ringette Canada is embarking on the development of its 2023-2027 Strategic Plan.

Following the impact of the Covid pandemic, much has changed in the sporting landscape in Canada, in the lifestyles of Canadians and in the expectations they have for sport. At the same time, Ringette Canada is undergoing significant organizational change.

The Strategic Plan being developed is an important “reset” for the organization, which will guide fundamental strategic decisions in the coming years.

The plan is to be developed in 2 phases.

Phase 1 is intended to be a comprehensive stakeholder consultation process, designed to gather the perspectives and understand the needs and expectations of our member Provincial Sport Organizations, local associations, our athletes and coaches, ringette families, our partners as well as our staff, other NSOs and any other stakeholders. The insights gathered from the consultation process will inform our thinking about key issues and trends, challenges and opportunities, and key strategic priorities.

Phase 2 will focus on the development, evaluation, and selection of strategic options.



Goals & Objectives

THE REQUIRED PROPOSAL INCLUDES MORE SPECIFICALLY,
HOW YOU WILL COMPLETE THE FOLLOWING:



This solicitation seeks proposals from professional firms with the resources and expertise to facilitate Phase 1 of the strategic planning exercise. Specifically, the selected firm will assist Ringette Canada's Strategic Plan Working Group to:

- 01** Identify its key stakeholder groups.
- 02** Recommend a pragmatic methodology for gathering meaningful input from each, to inform the strategic planning process.
- 03** Collaborate with the Strategic Planning Working Group to develop the areas of inquiry and questions for each consultation.
- 04** Facilitate the consultation sessions.
- 05** Summarize the feedback for analysis.
- 06** Present a summary of the consultation findings to the Ringette Canada Board of Directors and identified staff.
- 07** Provide recommendations for next steps and best practices.



Key Activities



The successful proponent will be required to:

- Facilitate stakeholder consultations in both English and French.
- Begin work no later than February 13, 2023.
- Gather feedback from representatives of the following groups, at a minimum:
 - a. The Provincial Sport Organizations, a variety of Athletes, Coaches, Officials, Ringette Canada staff, Ringette Canada Board of Directors & Other constituencies as may be determined during the project
- Present a summary of key findings to the Ringette Canada Board of Directors meeting in late April, 2023.



Submission



Interested firms are asked to submit the following information:

- A list of sport or community organizations for whom they have completed similar work within the last 3 years.
- Contact information for two client references.
- The name/title of the individual from the proponent firm who will be Ringette Canada's principal contact during the engagement.
- A fee proposal.
- Proponent firms should indicate whether they have the competency to support Ringette Canada in Phase 2 (Strategy Development) of the work. Selection for Phase 1 is not dependent on having competency to perform Phase 2, nor does selection for Phase 1 imply that the same proponent will be used for Phase 2.
- Declaration of independence / no Conflict of Interest.

Submissions should be sent by email no later than January 31, 2023 to:
Julie Vezina, Executive Director, Ringette Canada - julie@ringette.ca

Thank you

REQUEST FOR PROPOSAL