

STRATEGIC PLANNING

RFP Evaluation Form

Contractor: _____ Evaluator Name: _____
(Shaded areas to be completed by project manager.)

Evaluation

Criteria	Possible Points	Points Awarded	Total Points
1. Strategic planning qualifications generally (20 pts.) Notes:	20		
2. Similar work conducted and specific accomplishments in the following areas: (30 pts.) a. Aging Network and older adult issues (10 pts.) b. Collaborative structures generally (10 pts.) c. Nonprofit Sector Generally (10 pts.) Notes:	30 (10 points for each category)	a. b. c.	
3. Effectiveness/creativity in proposed process, activities and approach to: (30 pts. total) a. Identifying key questions (5 pts.) b. Developing mission, vision, purpose and values statements (5 pts.) c. Engaging internal and external stakeholders (5 pts.) d. Identifying strategic gaps and growth areas (5 pts.) e. Identifying strategic partners (5 pts.) f. Reviewing current legal and membership structures (5 pts.) Notes:	30 (5 points for each category)	a. b. c. d. e. f.	
4. Fees & Budget (10 pts.) Notes:	10		
5. Other/Misc. (10 pts.) Notes:	10		
TOTAL POINTS (Out of a possible 100 pts.)			