



Request for Proposal Strategic Planning Consultant Services

Posting Date: Monday, June 15, 2026 – Friday, July 10, 2026

Submittal Deadline: Friday, July 10, 2026

Contact for Questions: Dr. Jackie L. Newman, IAHA President; jackie.newman@sha1.org

NOTE: All questions must be submitted via e-mail.

I. Introduction & Background

The Illinois Association of Housing Authorities (IAHA) is seeking Request for Proposals (RFP) from qualified firms or individuals to facilitate the development of a comprehensive three (3) year Strategic Plan (2027–2029). The IAHA aims to unite members in advocacy and in the exchange of ideas providing ways in which housing authorities can improve operational efficiency, address changing community needs, and identify paths forward and diverse options for the future of affordable housing in the State of Illinois.

IAHA was formed to unite all 105+ housing authorities and their resources in Illinois. The Association advocates for funding, policies, legislature and regulations in carrying out the mission to provide decent, safe and sanitary housing to the thousands of individuals and families its members serve. The IAHA seeks to create a framework that serves as a guide for IAHA's Executive Board operations and administration.

II. Scope of Services

The selected consultant will be expected to guide the IAHA through a structured, objective process that is inclusive of but not limited to the following:

- **Assessment & Data Analysis:** Review any existing industry data, reports, and current programming to identify gaps and areas of opportunity.
- **Stakeholder Engagement:** Conduct interviews and focus groups with leadership, association members, community partners, and other stakeholders.
- **SWOT/SOAR Analysis:** Facilitate sessions to analyze internal strengths/weaknesses and external opportunities/threats.
- **Strategic Goal Setting:** Assist the association in assessing its current Mission, Vision, and Core Values.
- **Strategic Pillars and Goals:** Assist the association identify the top 3-5 Board priorities.
- **Action Plan & Implementation:** Develop/break-down high-level goals into actionable, measurable steps with key performance indicators (KPIs) to track progress.

III. Consultant Qualifications

Respondents must demonstrate the following:

- **Relevant Experience:** At least five (5) years of experience in strategic planning, with specialized expertise in public housing, nonprofit housing organizations, or community development.
- **Staff Expertise:** Qualifications and resumes of the project team, particularly regarding experience in facilitation with demonstration of Respondent's experience in providing Strategic Planning services.
- **Local Knowledge:** Demonstrated knowledge of local, state, regional and national housing initiatives, and public/private partnerships.

IV. Submission Requirements

Please submit the following in your statement of qualifications:

1. **Cover Letter:** Signed by an authorized representative.
2. **Firm Background & Experience:** Summary of the firm, including a profile of two to three projects most relevant to this scope, including references.
3. **Approach & Methodology:** Outline of the approach to facilitation, data collection, and plan development.
4. **Project Team:** Resumes and roles of key personnel assigned to the project.
5. **Sample Work Product:** A sample of a previous strategic plan developed by the firm (if possible).
6. **References:** Provide a list of three (3) professional references.

V. RFP Timeline Instructions

- **RFQ Issued:** Monday, June 15, 2026
- **Questions Due 5:00 p.m. CST:** Friday, June 26, 2026
- **IAHA Responses Posted By 5:00 p.m. CST:** Wednesday, July 1, 2026
- **Electronic Copy of Proposals Due By 5:00 p.m. CDT:** Friday, July 10, 2026
- **Interviews Completed By:** Friday, July 31, 2026
- **Selection Notification:** Monday, August 17, 2026

VI. Evaluation Criteria

Submissions will be evaluated based on the following:

- **30 Points:** Professional qualifications and experience of the team.
- **30 Points:** Understanding of the project and proposed methodology.
- **20 Points:** Demonstrated ability to meet project deadlines.
- **20 Points:** References.

VI. Submission Instructions

Please submit one (1) PDF electronic copy of the Proposal to iahaonline18@gmail.com no later than Friday, July 10, 2026 5:00 p.m. CST.