

Request for Proposals

Newfoundland and
Labrador Federation
of Agriculture
Strategic Plan

2026-2029



NEWFOUNDLAND & LABRADOR
FEDERATION OF
AGRICULTURE

Introduction:

The Newfoundland and Labrador Federation of Agriculture (NLFA) is the organization representing farmers, farm groups, and commodities within the province. The Federation strives to educate, promote and to advance the social and economic conditions of those engaged in agricultural pursuits and to connect on the state of the industry and its importance to the Provincial economy.

General Information:

The Newfoundland and Labrador Federation of Agriculture is requesting proposals to prepare its next three-year Strategic Plan. The plan must be developed in response to the needs of NLFA members, commodity groups, and other stakeholders. It will guide the work of NLFA over the next three years and support continued improvement in the delivery of programs and services to the agriculture industry.

The following requirements will provide a basis to submit proposals:

One (1) electronic copy of the proposal must be received by **4:00 p.m. Friday December 13, 2024**, and meet guidelines outlined in this RFP to receive consideration. Proposals received after the deadline will not be reviewed.

Any questions or additional information that may be required related to the RFP, can be requested through the General Manager, Colin Carroll, at colin@nlfa.ca.

Key Dates:

The Federation's current 3-year strategy plan expired in 2023, and expects a new strategy plan to be finalized by the **deadline of April 30, 2025**.

The NLFA's annual Agriculture Industry Symposium (AIS) is scheduled for **January 28-30, 2025**, and the proponent is encouraged to attend. The AIS is a significant event for the agricultural industry of Newfoundland and Labrador. The Symposium can attract up to 100 farmers, industry representatives, and stakeholders, and is an opportunity for industry collaboration and innovation. Please indicate your intentions for this event in your submission.

Requirements:

Part one: Through extensive engagement process(es) with internal and external stakeholders we would like strategic goals, objectives, and progress indicators defined to correspond with the three-year plan. The NLFA expects the proponent to strategize, organize, and execute engagement sessions for members, commodity groups, and industry stakeholders to collect data. Regular, scheduled updates with the General Manager will be expected.

Part two: During engagement sessions with commodity groups within NLFA membership, data will be collected surrounding commodity specific goals as they relate to a three-year Strategic Plan. Regular, scheduled updates with the General Manager will be expected.

Relevant supporting documents may be supplied by the NLFA upon request by the proponent. Documents are the property of the NLFA and are not permitted to be utilized, distributed, or otherwise publicized without permission from the NLFA.

Proponents must clearly demonstrate relevant expertise and experience in their Proposal. Proposals that do not clearly illustrate prior experience generating strategic plans, facilitating group discussions, and stakeholder engagement will not be considered for competition. Supporting documents, including examples of previous work, can also be submitted as part of the Proposal package.

Please note that the information contained in this document is not final and may be subject to change.

Invoicing:

All expenses related to the work outlined within this RFP should be included in the proposal submission. This will include, but is not limited to, time, supplies, and travel.

Please submit preferred timeline for payment(s) in your submission.

References:

Please include contact information of two (2) previous clients for work comparable to that outlined in this RFP.

Please submit your proposal to:

Deadline: 4:00 p.m. Friday December 13, 2024.

To: Colin Carroll, General Manager

Phone: 709-747-4874 ext. 207

Email: colin@nlfa.ca