



## REQUEST FOR PROPOSAL

Big Brothers Big Sisters of Niagara (BBBSN) is seeking a CONSULTANT to provide a detailed proposal for the sustainability and growth of its social enterprise, the Nearly New Thrift Store.

### About Big Brothers Big Sisters of Niagara

Since 1937, Big Brothers Big Sisters of Niagara has been making a meaningful difference in the lives of young people ages 6 to 25 through our mentoring programs in Niagara. For both Big and Little, the mentoring experience becomes a life-changing relationship built on friendship, empowerment, and trust. Support from a caring adult mentor enables youth to experience essential developmental relationships, which help them to develop into healthy young people better able to deal with and overcome life's adversities. Youth with mentors are more likely to graduate from high school, go to university, secure full-time employment and have on average higher incomes. For more information, visit <https://niagara.bigbrothersbigsisters.ca>

Since 1958, Big Brothers Big Sisters has been operating a volunteer run social enterprise in Niagara Falls. The Nearly New Thrift Store accepts donations of gently used clothing and small household items and resells them to raise funds for BBBSN's mentorship programs, which are always offered at no cost to the young people and families we serve.

### Objective

To provide BBBSN with strategic direction and guidance, in the form of a business growth and sustainability plan, specific for its Nearly New Thrift Store (social enterprise) aimed at increasing revenue and long-term sustainability. The Consultant will work with the Senior Director of People and Programs, the Community Engagement Coordinator and the thrift store volunteers.

### Scope of Work

The CONSULTANT will provide BBBSN with a detailed and comprehensive written plan ("Plan") that outlines and identifies how the Objectives will be achieved.

The Plan should include in detail, but not be limited to, the following:

- Assessment of BBBSN's current resources and capacities, and recommendations of the same to achieve growth. The development of a detailed business plan that will promote the growth and sustainability of BBBSN's social enterprise.
- Ensure alignment with the BBBSN vision, mission and strategic priorities.
- Provide specific strategies, recommend time lines and potential return on investment.

- Assessment of the visibility of our current social enterprise in comparison to local and provincial competitors, and recommendations on how to increase revenue.
- Make specific recommendations advising on location, staffing, owning versus renting, and any opportunities for growth. The plan should also provide recommendations on other social enterprise trends, such as online e-commerce.
- Identification of new potential partnership opportunities and associated recommendations.

After plans are developed, the successful candidate will share knowledge and be available to answer questions on the implementation and execution of the plan.

### **Submitted Proposal must include the following Deliverables**

As part of the preparation, assessment, and ultimate delivery, the Proposal must identify the following:

- Statement of planned work and initiatives (brief response on planned approach to the scope of the Project as outlined above) and defined strategic objectives.
- Overview of previous consulting work related to social enterprises or business sustainability.
- Cost proposal and any resources required of BBBSN.
- A rough working schedule and timelines for the process.
- Consultant Background and a minimum of two references.

### **Contact & Submissions**

All proposals must be submitted electronically via email to Sarah Ludberg, Senior Director of People and Programs at [sarah.ludberg@bigbrothersbigsisters.ca](mailto:sarah.ludberg@bigbrothersbigsisters.ca)

### **Schedule**

- RFP Closes – Deadline to apply June 17, 2024.
- Contract Awarded – by December 2024 pending successful funding.
- Timeline for completion – January to August 2025.