



Strategic Planning Support Services for Conservation Districts

In 2022-23 the Building for Tomorrow Leadership Development Program expanded the Strategic Planning Grants (SPG) program to include an option for assisting participating districts by providing planning facilitation and other support services.

The SPG program will continue to offer grants of up to \$1500 to reimburse planning costs, but districts may also opt for support services in lieu of up to half (\$750) of this amount.

The Leadership Development Coordinator, with approval from the district board and PACD, may provide planning support services including:

- Initial consultation and project team coordination
- Checklist and instructions for resource documents and planning templates
- Facilitation of planning sessions and compilation of all input
- Consultation on draft plan to ensure completeness, accountability, monitoring, etc.

All districts participating in the SPG program are required to submit a Letter of Intent that includes an outline of the proposed planning process. Districts interested in planning support services will work with the Leadership Development Coordinator to seek board approval for a project workplan that includes:

- Appointment of a board member as Project Team Lead
- Project team roles and responsibilities
- Coordinator deliverables and project timeframes
- Tentative scheduling windows for planning activities
- Project budget

Total time for planning support services offered through the SPG program will not exceed 30 hours, and reimbursement grants for other planning expenses will be limited to \$750. Agreements for delivery of planning support services are made at the discretion of PACD, the Leadership Development Coordinator, and the Leadership Development Committee.

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