

Municipality of West Elgin

Strategic Plan Options

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Option 1	Option 2
Conduct an online survey or interviews with Council members to gather preliminary thoughts	Conduct an online survey or interviews with Council members to gather preliminary thoughts
Facilitate two working sessions with Council to develop a draft Strategic Plan, including a vision and mission statement	Conduct a community online survey to gather input for the Strategic Plan
Conduct a community online survey to gather feedback about the draft Strategic Plan	Conduct up to three online focus groups with targeted groups (based on the demographic profile of respondents to the online survey)
Conduct up to three online focus groups with targeted groups (based on the demographic profile of respondents to the online survey) to gather feedback about the draft Strategic Plan	Facilitate two working sessions with Council to develop a Strategic Plan, including a vision and mission statement
Make recommendations to Council regarding final changes to the Strategic Plan	

Timing

Fall of 2023 for a final Strategic Plan.

Schedule of Fees

The following is the schedule of fees for the project (for both options).

Item	Total Expenses
Consulting Fees	
(14 days at \$1,250 per day plus HST)	\$17,500.00
SUBTOTAL	\$17,500.00
HST	\$2,275.00
TOTAL	\$19,775.00

Final Report - Graphic Design

It will cost an additional \$4,000.00 to complete design work for a Strategic Plan that can be printed and housed on the Municipality's website