

Request for Proposals

Scenario Planning for Disaster Recovery and Resilience

Summary

The [Consortium for Scenario Planning](#), a program of the Lincoln Institute of Land Policy, invites proposals for applications of exploratory scenario planning processes in communities to address disaster recovery and resilience. In 2023, several catastrophes, from floods to earthquakes, struck communities around the world. Planners are uniquely positioned to help these communities and lead them through recovery, rebuilding, and in some cases, rethinking cities and built environments. Scenario planning, which gives communities a chance to envision the future and plan for it, can be an invaluable part of disaster recovery and building resilience.

Background

The consortium's mission is to improve the practice of scenario planning and broaden its use across disciplines in communities of all sizes through research, peer-to-peer learning, training, and technical assistance. As part of this work, the consortium seeks to finance exploratory scenario planning workshop materials and technical assistance programs in communities that will promote this method and provide the consortium with learning opportunities for best practices.

Exploratory scenario planning, or XSP, helps planners prepare for probable, desired, and uncertain futures while pursuing an overarching vision, rather than relying on a single, presumed future. It explores the root drivers, or causes, of possible futures, allowing planners to consider multiple potential paths, and is highly useful in planning for uncertainty as communities face increased challenges from compounded crises. While XSP is an increasingly popular planning method, it's rarely applied outside of large cities and regional planning agencies; most documented examples of XSP have been applied to transportation trends and issues. The consortium seeks to introduce XSP to communities of different sizes and capacities and to understand how this method can contribute to many fields of planning.

Learn more about exploratory scenario planning by visiting the Lincoln Institute's website.

Request

This request for proposals (RFP) will contribute to the consortium's library of scenario planning resources for practitioners and will provide the consortium with some best practices for using scenario planning methods to achieve resiliency in communities.

The consortium is looking for projects that will design community-based XSP workshops to use in disaster recovery and resilience planning. Applicants are not required to implement their workshop models, although they are welcome to do so. After applications are submitted, the Lincoln Institute may select one or more projects to use as the basis for a technical assistance program, implemented the following year by Lincoln Institute staff and the project creator.

As land use decisions and climate change exacerbate and compound the effects of disasters around the world, planners are uniquely positioned to help communities prepare, recover, and adapt to

these risks. For this project, the definitions of disasters and hazards are broad; their causes can be natural or manmade. According to the American Planning Association's "[Post Disaster Recovery Guide for Planners](#),"¹ disasters are "extreme events that severely damage property, disrupt community functions, and often cause injuries or deaths. Disasters are the results of hazardous incidents, such as a natural hazard, technological accident, or human-caused catastrophe. Disaster risk relates to the interaction between hazardous events and the characteristics that make people and places exposed to disaster impacts, such as social and physical vulnerability." For many communities, land use decisions and patterns can contribute to disasters or worsen their impact.

Disasters may be on a neighborhood, community-wide, or regional scale. Many specific disasters may be part of a cycle of [cascading hazards](#), where the effects of one disaster bleed into or cause another, such as wildfires that cause catastrophic flooding, or floods that destroy homes, precipitate sanitation crises, and trigger landslides.

For the purposes of this project, examples of disasters to consider in workshops might include, but should not be limited to:

- wildfires;
- floods;
- severe weather events (hurricanes, tornadoes, etc.);
- earthquakes;
- oil spills; and
- drought

Expected Cost

Awards will be \$10,000. Award recipients must complete the proposed project within one year of selection, although projects may be completed in less time. The Lincoln Institute cannot guarantee final payments for projects submitted after the final deadline.

In addition to completing a project within the proposed timeframe, winners may be asked to present their work at the annual Consortium for Scenario Planning conference. The Lincoln Institute may cover travel costs. Individuals selected through the RFP may also be invited to present completed projects through webinars, conferences, and other Lincoln Institute events.

Evaluation Criteria

The Lincoln Institute will evaluate proposals based on five criteria:

- Relevance of the project to the RFP's theme of exploratory scenario planning as applied to disaster recovery and resilience.
- Adherence to and understanding of XSP method in proposed workshop design.
- Capacity and expertise of the team and relevant analytical and/or practice-based experience.
- Potential impact and usefulness of the project for practitioners of scenario planning.
- Feasibility of project completion within a one-year timeframe.

Deliverable Types

Selected projects will build on the consortium's existing body of work and produce valuable resources that will help academics and practitioners engage with and use scenario planning. The projects should focus on building scenario planning processes that practitioners can use or that are compatible with existing planning processes.

¹ American Planning Association, "Post Disaster Recovery Guide for Planners," page 7.

Deliverables must be a toolkit, guidebook, or workshop design. If an applicant intends to implement the project, the guide must be accompanied by a case study of the workshop's implementation in a community.

The selected proposals will receive the final product format and style guide during the contracting process.

The projects produced from the selected proposals may be considered for publication or for inclusion on the Lincoln Institute's website. In 2025, a project may be selected for a technical assistance program run by the Lincoln Institute, as part of the consortium's mission to promote and explore the use of scenario planning as a decision-making tool.

Ownership and Third-Party Copyrights

The Lincoln Institute of Land Policy will own all work products, in all forms, including print or electronic, eBooks, the Web, and social media, together with all rights, titles, and interests therein, including copyrights. The Lincoln Institute's ownership and copyright conditions do not preclude the publication of commissioned works in other journals or media. Works commissioned by the Lincoln Institute may be published by a third party (journal, publishing house), but only after securing the permission of the Lincoln Institute.

RFP Schedule

Application deadline: February 16, 2024

Notification of accepted proposals: March 4, 2024

First progress report: June 2024

Second progress report: October 2024

Annual conference: February 2025

First draft: December 2025

Final draft: February 2025

Application Guidelines

This RFP is open to any individual or agency, practitioner or academic interested in helping the institute expand its knowledge and resources on this topic. This includes applicants who represent tribal nations, local governments, cities, counties, or neighborhoods. The Lincoln Institute welcomes international applicants. Applicants should indicate if they would be interested in participating in a technical assistance program when their project is complete.

Proposals should include:

- 1) **Cover page:** The cover page must include the title of the project and the contact information of applicant(s), including affiliation, address, phone number, and email.
- 2) **Project description:** The project description should clearly convey how the project will examine the application of exploratory scenario planning in the context of disaster recovery and resilience. It should describe how the proposed work will build off existing work or examples and identify any new contributions (2,000 words maximum).
- 3) **Work plan:** Briefly define the specific tasks or activities required to accomplish the project, with a projected schedule for completing each phase.
- 4) **Biography:** Please include a brief biography and resume/CV for the primary researcher and any other team members (three pages maximum).

The proposal must be written in English and submitted as a Microsoft Word document. Format the application for printing on 8.5 x 11-inch (letter-size) paper. The application may be single- or double-spaced, but each section must not exceed the maximum word count, as described above.

Submit the entire application as a single document using this [form](#) by February 16, 2024, at 11:59 p.m. Eastern Time.

Confidentiality

The information presented in the selection process and responses should be treated as confidential by the institute and the representatives involved in responding. This information is not to be distributed to any parties except those in the institute or those involved in responding to the RFP within the organization invited to respond. Similarly, the institute will not share the contents of any one responder with any of the other responders and will treat the RFP response documents as confidential.

Questions About this RFP

For questions regarding this request for proposals, please send an email to Madeline Hiller, program assistant, at mhiller@lincolninst.edu.

About the Lincoln Institute of Land Policy

The Lincoln Institute of Land Policy seeks to improve quality of life through the effective use, taxation, and stewardship of land. A nonprofit private operating foundation whose origins date to 1946, the Lincoln Institute researches and recommends creative approaches to land as a solution to economic, social, and environmental challenges. Through education, training, publications, and events, we integrate theory and practice to inform public policy decisions worldwide.

About the Consortium for Scenario Planning

The Consortium for Scenario Planning offers a community of practice for practitioners, including access to technical assistance, educational resources, and a network of fellow innovators. This community of practice helps to foster the use of scenario planning at all scales. Through research, peer-to-peer learning, networking, training, and technical assistance, we help communities develop better plans for a range of actions, from climate change adaptation to transportation investment. In addition to planners, the consortium convenes researchers and software providers to develop more effective tools and reduce barriers to entry.