Proposal

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Prepared For:





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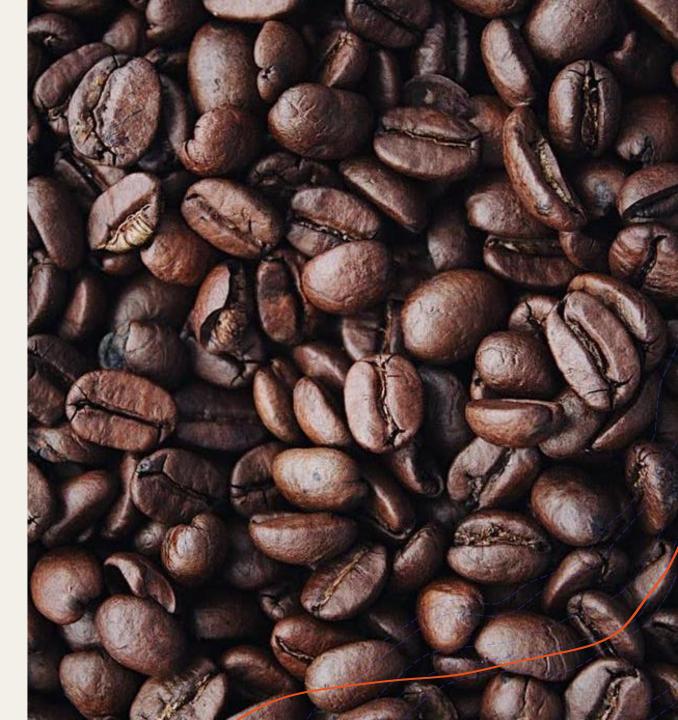
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About Us

Jade Pollock, of Equilibrium Consulting Firm LLC, has over 15 years experience, helping businesses restructure and reorganize their teams, their processes, their workspaces and more, contributing to increased efficiency, higher productivity, revenue growth, lowered operating costs and more.

Jade takes pride in partnering with her clients to ensure that they are achieving their goals and are included in the process while treating them as the unique business that they are. At Equilibrium Consulting Firm LLC, it is understood that while businesses may have some commonalities, they also have their own unique challenges and advantages. as well. Understanding what makes each business different, helps Equilibrium identify each business' specific needs and how to best meet them.

Jade Pollock has a Bachelor's Degree in Public Relations with a concentration in Organizational Management and a Master's Degree in Public Administration with a concentration in Human Resources and Nonprofit Management as well as experience working in those fields. Combined, this union of theory and practice is essential to our analytic, data-driven, community-centered approach of hands-on problem-solving that allows our clients to find success.

The Consultation

The goal during the consultation is to learn about your organization and how it works. Your culture is unique and defines who you are in your industry.

As you share what services you are seeking from us, we will start creating a personalized service plan tailored to meet your specified outcomes.

This is also where we will start to gather information to create the project summary and timeline. The most important thing to bring is an open mind and to be adaptable!

"All progress takes place outside the comfort zone" (Michael John Bobak)



Billing

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The Consultation is billed by the hour. Once your organizations personalized service plan has been completed and a project summary and timeline have been created, we will establish a contract that covers each component of the services rendered and the expected outcomes along with any specific methods of research or implementation strategies. Billing will also take into account the length of the project(s) and any additional materials or project hours.

Project Summary

Your organization is an established and recognizable brand. You provide services that people both need and want. You are up-tospeed with industry trends and innovations, and a talented, resourceful group of thinkers.

However, there are internal obstacles to your continued growth, centering primarily on organizational structure and processes.

Change is difficult and disruptive, but a pivot in the right direction is highly rewarding.

Next Steps

A distinct company profile that guides your senior management team towards specific goals and helps them communicate those goals to the entire organization.

An execution plan and playbook which takes into account the challenges of organizational change and sets benchmarks for tracking productivity, reflection and success. Implementation services and supports to navigate obstacles and deal with problems as they arise to minimize disruption and keep you on track. Continuous project management and analytics to ensure benchmarks and individual tactics are modified to reflect the evolving needs of the organization and its clients.

Project Timeline

When presented with your goals and expected outcomes, Equilibrium will pick the appropriate tools to use for your situation to get the best outcomes for your organization and will not be held back by industry limitations.



Project Tasks Timeframe Consultation Week 1 Discovery Phase/Structural Audit Weeks 2-3 **Detailed Plan and Review** Week 4 **Finalized Plan** Week 4 Management Team On-Boarding Week 5 **Plan Execution** Week 6 Monitoring and Review Week 7-8 **Progress Presentation** Week 9 Finalization of Program Week 10-11