

## **REQUEST FOR PROPOSALS:**

Submission Deadline:            Date: July 13, 2022    Time: 5:00 pm (Eastern Time)

Legal Name: Indian Associations Co-ordinating Committee of Ontario Inc. o/a Chiefs of Ontario

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Email Address: [Julia.candlish@coo.org](mailto:Julia.candlish@coo.org)

## **SEND PROPOSAL TO:**

**Attention: COO Director of Education, Julia Candlish**

The proposal must be submitted as a PDF file. The proposal must be received by Chiefs of Ontario no later than the deadline date. A proposal submitted in any other manner or late may be disqualified.

The proposal shall be irrevocably open for acceptance and binding on the Consultant for fourteen (14) days after the Submission Deadline date.



## **Request for Proposals:**

### **COO Education Sector: Evaluation of the Ontario Technical Table on the Interim Funding Approach**

#### **SUBMISSION INSTRUCTIONS**

You are invited to submit a proposal to conduct an evaluation of the Ontario Technical Table on the Interim Funding Approach (OTTIFA).

#### **PURPOSE & BACKGROUND:**

Chiefs of Ontario (COO) supports all First Nations in Ontario as they assert their sovereignty, jurisdiction, and their chosen expression of nationhood. The main objective of the Chiefs of Ontario office is to facilitate the discussion, planning, implementation and evaluation of all local, regional and national matters affecting the First Nations people of Ontario. Guided by the Chiefs in Assembly, COO upholds the self-determination efforts of the Anishinaabek, Mushkegowuk, Onkwehonwe, and Lenape Peoples in protecting and exercising their inherent and Treaty rights.

The COO Education Sector is seeking the services of a consultant to conduct an evaluation of the Ontario Technical Table on the Interim Funding Approach (OTTIFA). The Interim Funding Approach has been in place since April 1, 2019 and provides funding for K-12 education to all First Nations in Ontario that are not under a self-government agreement or have federally operated schools. The OTTIFA was established in late 2018 and is mandated by the Chiefs-in-Assembly to examine and refine the Interim Funding Approach to better meet the needs of First Nation learners, schools and supporting entities.

#### **OBJECTIVES:**

It is understood that this evaluation will:

- Review the mandate of the OTTIFA;
- Review the composition, structure, process, methodologies, and communication tools of the OTTIFA;
- Review the work of the OTTIFA since the establishment of the Table in 2018;
- Analyze the effectiveness of the Table to fulfil its mandate;
- Make recommendations on improving the efficiency of the Table.

This work will provide a foundation for improving the ability of the OTTIFA to produce the required outcomes, including changes to the mandate. This work will also provide evidence for the continuation of the Table into the future.

#### **SCOPE OF WORK & ANTICIPATED TIMELINE:**

The COO Education Sector will support this work by providing the required documents and arranging meetings with members of the OTTIFA and associated Task Teams.

**Review OTIFFA (4 weeks):**

- Review the mandate, composition, structure, process, methodologies, and communication tools of the OTTIFA;
- Review the work of the OTTIFA since the establishment of the Table in 2018.

**Analysis (4 weeks):**

- Analyze all information gathered during the review to determine the effectiveness of the table to achieve intended outcomes. Analysis will identify any gaps that may deter the Table from meeting objectives.

**Recommendations (4 weeks):**

- Develop detailed recommendations to provide a foundation for improving the ability of the OTTIFA to produce the required outcomes, including changes to the mandate to fill gaps and increase efficiency and relevancy of the Table.
- Present findings to the First Nations Education Coordination Unit and/or Chiefs and Technicians Committee on Languages & Learning.

**DELIVERABLES:**

A final report that evaluates the effectiveness of the OTTIFA in achieving objectives and recommendations for future improvements.

**PROPOSALS MUST INCLUDE:**

- A demonstration of your expertise in addressing issues related to research, analysis and community engagement.
- A work plan in alignment with the project deliverables within the provided timeframe
- A proposed budget for the completion of the work with a budget schedule in alignment with the completion of each project deliverable for a max amount of \$30,000.
- **BACKGROUND AND CONTEXT OF PROJECT:**
  - PROCESS
- **OBJECTIVES AND KEY DELIVERABLES:**
  - METHODOLOGY
  - WORKING RELATIONSHIP
  - REQUIRED SCHEDULE WITH MILESTONES
- **PROFESSIONAL FEES SCHEDULE**

Work Components	Estimated Hours	Hourly Rates	Est. Cost (Hours times Rates)	Est. Time Completion

<b>Contingency Rate</b>				
<b>Total Cost &amp; Completion Dates</b>				

**Additional considerations for proposals:**

- The Contractor must commit to a firm price for the entire contract. No increases during the course of the contract will be allowed. All subcontractors' fees must be included in the quoted fees;
- Expenses should be estimated and explained with the Professional Fee schedule;

**PROPOSAL EVALUATION**

All submission will be evaluated on the following criteria:

- Quality of the proposal;
- Capacity of the applicant to undertake the project;
- Appropriateness of the project budget and timelines;

**COO RESERVES THE RIGHT TO:**

- Reject any or all proposals received;
- Enter into negotiations with one or more applicants on any aspect of the proposal;
- Accept any proposal in whole or in part;
- Cancel, modify or reissue this document at any time;
- Verify any and all information provided in the proposal.

**PROPOSAL REQUIREMENTS:**

All submissions must include the following:

- Cover Letter;
- Detailed work plan with all deliverables accounted for;
- Completed fee schedule of estimated budget in alignment with deliverables;
- CVs and References

**RECEIPT OF PROPOSALS**

Packages to be clearly marked:

“RFP: COO Education Sector: Evaluation of the Ontario Technical Table on the Interim Funding Approach” by

**DATE: Wednesday July 13, 2022 TIME: 5:00 pm (Eastern Time)**

Submit electronically to: [Julia.candlish@coo.org](mailto:Julia.candlish@coo.org)

Submissions received after the stated deadline will not be accepted.

Selection of consultant will be awarded the week of July 18, 2022