

REQUEST FOR PROPOSALS:

Submission Deadline: Date: July 9, 2021 Time: 5:00 pm

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

Address: 468 Queen St E, Suite 400, Toronto, ON M5A 1T7

Telephone Number: [\(416\) 597-1266](tel:(416)597-1266)

Facsimile Number: [\(416\) 597-8365](tel:(416)597-8365)

Email Address: 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: Framework for Indigenous Languages in Ontario Schools

SUBMISSION INSTRUCTIONS

You are invited to submit a proposal for a project by the Chiefs of Ontario to work with First Nations in Ontario to develop recommendations on a Framework for Indigenous Languages in Ontario Schools, Kindergarten to Grade 12.

PURPOSE & BACKGROUND:

The COO Education Sector is seeking the services of a consultant to conduct some background work and engagement to develop recommendations on a Framework for Indigenous Languages in Ontario Schools, Kindergarten to Grade 12. This work will contribute to one of the significant focus areas of First Nations Lifelong Learning Table (FNLLT) under the guidance and support of the COO First Nations Education Coordination Unit (FNECU). The FNLLT was established in 2016 to develop a First Nation Education Strategy based on known First Nation priorities. The original three-year strategic plan ended in March 2020, however the FNLLT continues to work on priority areas that still require attention as a new Strategic Plan is developed. First Nation Language is one of the key areas requiring further attention as First Nation learners in Ontario schools need access to high quality and appropriate First Nation language instruction from FN language speakers.

SCOPE OF WORK:

Phase 1 - Background work (4 weeks):

- Conduct a document review of previous work completed and any current work underway on this topic
- Collect and analyze data on:
 - The number of DSBs and schools in Ontario offering First Nation language courses to students (by language) and whether or not they are following the parameters set out in the 2021-22 Technical Paper on the GSN
 - The qualifications of the language teachers in the provincial school system
 - Inventory and analysis of existing resources to address First Nation language needs
- Review and document:
 - The curriculum development process for First Nation language courses in the provincial education system
 - The language teacher selection process in the DSBs
 - Any unique arrangements in DSBs that support First Nation language speakers teaching First Nation language classes.
 - Any obstacles (laws, regulations, policies, practices, orgs, etc.) that are impede the delivery of quality First Nation language instruction in Ontario schools?
- Gather any other background information required for the development of recommendations on a Framework for Indigenous Languages in Ontario Schools, Kindergarten to Grade 12

- Work with the COO First Nations Lifelong Learning Table (FNLLT) and First Nations Education Coordination Unit (FNECU) to develop an engagement plan with First Nation communities in Ontario to provide input on the development of recommendations

Deliverables for Phase 1:

- Rough document review, analysis and engagement plan

Phase 2 - Engagement (8 weeks):

- Work with the COO FNLLT and FNECU to engage with First Nation communities in Ontario to provide input on the development of recommendations

Deliverables for Phase 2:

- Compilation of raw data/input received from community engagement

Phase 3 - Final Report & Recommended Framework (6 weeks):

- Create a final report summarizing all information gathered in both the background and engagement phase of the project, which includes a recommended Framework for Indigenous Languages in Ontario Schools, Kindergarten to Grade 12
 - The recommended Framework will provide guidance, structure and direction on a flexible and adaptive way to improve the provision of First Nation language instruction in Ontario schools.

Deliverables for Phase 3:

- Final Report and Framework

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
Contingency Rate				

Total Cost & Completion Dates				
--	--	--	--	--

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 – Framework for Indigenous Languages” by

DATE: Friday July 9, 2021 TIME: 5:00 pm

Submit electronically to: Julia.candlish@coo.org

Submissions received after the stated deadline will not be accepted.

Selection of consultant will be awarded the week of July 12, 2021