
Request for Proposals

POLICY DEVELOPMENT AND CAPACITY BUILDING

BACKGROUND AND CONTEXT

Nishnawbe Aski Nation

Nishnawbe Aski Nation (“NAN”) is a political territorial organization representing 49 remote First Nation communities within northern Ontario. The total population of membership of NAN First Nations, including on and off reserve members, is estimated to be at least 45,000 people. Many of the 49 First Nations within NAN do not have year-round road access, and even among those who do, many health and social services are not available or accessible. Remoteness impacts First Nations ability to provide services in community. NAN is a national leader in the work to quantify the additional costs associated with service delivery in remote First Nations to achieve needs-based fundings.

Social Services Strategic Advancement Department

The Social Services Strategic Advancement Department provides advocacy, coordination, strategic planning, and support to assist NAN First Nations and Tribal Councils to achieve their goals. The department interfaces with the federal, provincial, and municipal governments in its advocacy role. The work involves negotiations, policy development, program implementation and evaluation. A key priority is ending discrimination for NAN members and promoting substantive equality in social services related funding, policy, and legislation. The department recently expanded to support the successful implementation of long-term reforms with respect to child welfare and child and youth mental health in NAN First Nations.

OBJECTIVE

NAN is seeking a qualified, reputable, highly skilled, and very experienced individual with expertise in policy development, engagement, strategic planning and the development of communication and briefing materials. Experience working with provincial and federal governments is an asset, as is working with First Nations. The individual will participate in the work of the department while building the capacity (knowledge, skills, and abilities) of the policy analysts and managers in the department.

PROJECT TIME FRAME

The work shall be conducted between May 15, 2024, and March 15, 2025. The consultant is required to work full time (35 hours a week minimum). Travel is required, which can result in additional hours.

LOCATION

It is preferred that the consultant reside in Thunder Bay, Ontario for the duration of the contract. However, a hybrid of in person and virtual may be considered.

PROPOSAL SUBMISSION REQUIREMENTS

All proposals shall include the following information:

- **Qualifications:** provide a description of the proponent's education, experience, skills, and capabilities with respect to policy development and implementation, engagement, strategic planning and the development of briefing materials. Identify your experience working for or with the Federal or a Provincial Government.
- **Experience:** outline your experience working with First Nations people and communities. Provide a description of your experience with geographic remoteness.
- **Knowledge:** provide an overview of your knowledge of child welfare, child and youth mental health, and First Nations social priorities.
- **Payments:** provide the daily rate and preferred payment schedule.

EVALUATION CRITERIA

NAN will select the Proponent(s) which, in NAN's sole discretion, best serves the overall needs of NAN. The following is a summary of the general considerations that will be used to determine the Proponent(s) that will be selected:

Proposal Requirements	Maximum Points
Qualification: Education, experience, skills, abilities in policy development, engagement, strategic planning and creating briefing materials and other communication products.	25
Experience working with Federal and Provincial governments.	10
Experience working with people and communities that experience geographic remoteness.	15
Experience working with First Nation communities.	20
Hourly rate of pay.	Not scored
Total possible score.	70

PROPOSAL SUBMISSION INSTRUCTIONS

All proposals shall be received by NAN no later than April 22, 2024, at 11:59 p.m. EDT.

All proposals will clearly identify the name of the proponent. The subject title must read: "RFP for Policy Development and Capacity Building Consultant."

Proposal submissions shall be sent by email to Joanne MacMillan, A/Director, Social Services Strategic Advancement, Nishnawbe Aski Nation.

Proposal submissions shall be emailed to jmacmillan@nan.ca

Thank you for your interest. All proposals will be reviewed; however, only successful proponents will be contacted.