



REQUEST FOR PROPOSALS
SIX NATIONS OF THE GRAND RIVER LIFELONG LEARNING TASKFORCE
STRATEGIC PLANNING FACILITATION

PURPOSE:

The Six Nations Lifelong Learning Taskforce is seeking the services of a consultant to facilitate a strategic planning session and deliver a final strategic plan report. This work will support and guide the work of the Lifelong Learning Task Force. The LLTF is led by a Core Team and is provided administrative and coordination support by the Lifelong Learning Education Coordination Office (ECO). To support the development of recommendations on a K-12 education system at Six Nations of the Grand River.

MANDATE:

The Taskforce is mandated to explore options and make recommendations on a world-class lifelong learning (education) system grounded in language and culture, to the Six Nations of the Grand River Elected Council and community pursuant to the approval of SNGREC. The Taskforce will build on previous activity in this area and work with community members and internal and external partners in the review of the current education system and development of a recommended education plan.

BACKGROUND:

In early 2018, Six Nations of the Grand River established a Lifelong Learning Taskforce (LLTF) that reports to the Six Nations Elected Council and the community as a whole.

The LLTF builds on previous activity in this area and works with community members, internal entities and external partners to:

- review the current education system,
- review and refine the draft model and costing developed in an Education Study,
- conduct research on areas where no baseline information is currently available,
- establish a plan to work towards a future lifelong learning system that meets the needs of our learners and the community as a whole.

The LLTF includes representation from all facets of the community including, but not limited to:

- Representation from schools (federal and non-federal)
- Six Nations Elected Council
- Six Nations Polytechnic
- Six Nations Lands and Resources
- Six Nations Language Commission
- Six Nations community representatives
- Six Nations Social Services



- Six Nations Health Services
- Grand River Employment and Training
- Ogwehoweh Skills and Trades Training Centre
- Grand River Post-Secondary Education Office
- Six Nations Police

The Taskforce has engaged and will continue to engage a broad spectrum of the population at Six Nations including students, parents/caregivers, Elders and Traditional Knowledge Holders, Teachers (federal, non-federal and provincial), Education Specialists, relevant consultants (i.e. lawyers, economists).

SCOPE OF WORK:

The consultant will work with the ECO & LLTF, under the direction of the LLTF Core Team to:

1. Review existing LLTF reports, Community Plan, and relevant documents as outlined by the ECO and Core Team, and have a thorough understanding of all reports.
2. Plan and facilitate a 2-day in-person session with the LLTF and Core Team
3. Conduct any required additional research interviews that may be required for individuals who cannot attend the 2-day session.
4. Facilitation will include the LLTF, Core Team and ECO, to retrieve expertise on the following items:
 - (a) Developing a strategic framework
 - (b) Identifying goals, vision, and findings
 - (c) Assessment of challenges; past, present, and future
 - (d) Possible solutions for challenges
 - (e) Develop a final report that outlines the findings of the in-person research session and interviews, and finalized strategic plan for implementation.

The Final Report will be presented in the following structure:

-Executive Summary

-Project Goals

-Findings; Provide a summary of findings from the facilitation and interviews

-Recommendations; A high-level Research report that outlines and prioritizes our 1-year strategic planning, along with a 3-year roadmap that aligns to ECO/LLTF goals, visions, and findings.

WORKING RELATIONSHIP:

- The consultant will work in conjunction with the ECO and Core Team to facilitate planning, preparation and development of all deliverables.
- The work of the consultant will be directed by the ECO – Education Manager/Acting Manager and the LLTF Core Team.



DELIVERABLES/TIMEFRAME:

The following deliverables and timeframes must form the basis of the RFP response for this project:

1. Provide a signed service contract with all deliverables identified by October 18th, 2023.
2. Proposed work plan identifying planning, facilitation, developmental process, and completion of deliverables.
3. A budget inclusive of consultant's fees for completing the following:
 - o Projected Start Date – October 19th, 2023.
 - o Projected Facilitation – November 6-10th, 2023
 - o Final Report/Plan – November 21st, 2023

****Tentative dates, subject to changes****

GENERAL INFORMATION TO BIDDERS:

- The Lifelong Learning Education Coordination Office will not be responsible for any costs associated with the preparation and/or submission of a Proposal.
- Final reports and materials produced through this contract are the property of the Lifelong Learning Education Coordination Office.
- Proposals must include a fixed price for the services and all expenses incurred by the consultant.

PROPOSAL EVALUATION:

The Lifelong Learning Education Coordination Office will evaluate responses based on the following criteria:

- Quality and completeness of the proposal,
- Understanding and relevance to the Scope of Work outlined,
- Capacity of the applicant to undertake the project,
- Knowledge/Understanding of Six Nations historical and contemporary context,
- Appropriateness of the project outline, timelines, and budget,
- Experience working with Six Nations of the Grand River.

The Lifelong Learning Education Coordination Office reserves the right to:

- Reject any or all proposals received.
- Enter negotiations with one or more applicant(s) on any aspects of the proposal.
- Accept any proposal in whole or in part.
- Cancel, modify or reissue this document at any time.
- Verify all information provided in the proposal.

PROPOSAL SUBMISSION PROCESS:

1. You are invited to submit a proposal outlining your understanding of the requirements for this project, including objectives, scope of work and how you will achieve the deliverables.



2. The proposal should not be a restatement of the information contained in the Scope of Work but should demonstrate a fundamental understanding of the tasks outlined and a description of how the resources that you will provide will be able to achieve the deliverables. A brief work plan/methodology must be included describing what activities will be undertaken to complete the project deliverables.
3. Your budget outline must include a breakdown of activities by resource; number of days allocated and per diem costs.
4. Budget should be exclusive of facility rental, equipment, office supplies, catering, and consultant travel.

DUE DATE:

Submissions marked "STRATEGIC PLANNING FACILITATION" must be received by 5:00 pm EST on October 17th, 2023. Proposals received after this time will be returned unopened.

Direct submissions via email to:

Miles Turner, Six Nations Education Manager
edum@sixnations.ca

FOR ADDITIONAL INFORMATION, PLEASE CONTACT Miles Turner: edum@sixnations.ca or 519-717-1116.