

Request for Proposals

Matawa Education Department Regional Education Agreement Consultant

November 21, 2019

I. Background

Matawa First Nations Education

Matawa First Nations Management is a Tribal Council of nine Northern Ontario First Nations located in Nishnawbe Aski Nation (NAN). The Matawa Education Department (MED) provides quality, accessible, community based educational support services for participating Matawa First Nation schools. In addition, the MED provides post-secondary support services and operates the Matawa Education & Care Centre. Further information about the Matawa First Nations Education Authority and the Matawa First Nation schools can be found on our website: <http://www.matawaeducation.com>.

Regional Education Strategic Plan

In July 2015, the Matawa Chiefs in Assembly approved by resolution the renewed *Regional Education Strategic Plan*. The strategic plan includes ten strategic initiatives, each of which has associated short-, medium- and long-term goals. The ten strategic initiatives are:

1. A Matawa First Nation Curriculum and Incorporation of First Nation Culture and History
2. Special Education
3. Student and Parental Supports
4. Minimum Standards and Reporting
5. Student Attendance, Retention and Completion
6. Teacher Recruitment and Retention
7. School Infrastructure
8. Information Technology
9. Post-Secondary School Readiness and Retention
10. Partnerships

The Chiefs resolution also called for the development of strategic and business plans for the MED, which will inform the role that the MED will take in the implementation of the strategic initiatives and what organizational structure will best facilitate this work.

II. Scope of Work

Matawa Education Department Regional Education Agreement Consultant

Beginning in fiscal year 2019-2020, Indigenous Services Canada (ISC) is implementing a new policy framework for First Nation elementary and secondary education. This new framework is aimed at fundamentally improving the way ISC funds First Nations elementary and secondary education, while supporting regional and local diversity and implementing the principle of First Nations control of First Nations education.

The MED is seeking develop a draft Regional Education Agreement (REA) that responds to the education goals and priorities set by the Matawa First Nations. The REA will identify collaborative education service delivery strategies and outline how the Government of Canada can best support First Nations schools, students, communities, and education organizations in ensuring that First Nations students receive a high quality, linguistically and culturally appropriate education that improves outcomes.

To this end, the MED is requesting proposals from qualified consultants, with demonstrated ability and expertise, to provide an analysis of current education funding within Matawa First Nations and existing REAs within other First Nations or organizations. The analysis will be used to begin the development of a draft REA which will be presented to each of the Matawa First Nations communities.

Pending funding for the 2020-21 fiscal year, the scope of work will continue to a next phase of the REA process for Matawa First Nations, and the consultant selected for this initial phase may be retained to continue the work on the REA for the Matawa First Nations.

Specifically, the qualified consultant or firm will be required to:

- Review and analyze current education funding within Matawa First Nations;
- Review and analyze existing REAs within other First Nations and organizations;
- Support the development of a draft REA that responds to the education goals and priorities set by the Matawa First Nations; and
- Present information regarding ISC's new policy framework and the draft REA to Matawa First Nations communities.

Deliverables for this contract will include:

- A review of current education funding within Matawa First Nations;
- A review of existing REAs within other First Nations and organizations;
- A preliminary draft of an REA; and
- Community engagement facilitation and related presentation materials for sharing information about ISC's new policy framework and the preliminary draft REA within Matawa First Nations.

III. Requirements for RFP

- Company information
- A summary of process to be followed
- A schedule of activities
- Final pricing, including HST
- Three references from similar past projects



IV. Schedule of Work

Activity	Description	Timeline	Deliverable
Review of current education funding within Matawa First Nations	Review available documentation and conduct interviews with key stakeholders regarding current education funding, and analyze	January 10, 2020	Critical summary of current education funding within Matawa First Nations
Review of existing REAs in other First Nations and organizations	Review existing REAs in other First Nations and organizations (as permissible) and conduct interviews with key stakeholders for the purpose of developing an initial draft of a Matawa-wide REA.	January 10, 2020	Critical summary of existing REAs in other First Nations and organizations
Develop a preliminary draft of a Matawa-wide REA	Based on the previous two activities (identified above), develop an preliminary draft of a REA to be used to show the Matawa First Nations communities the impact a REA can have on elementary and secondary education in the Matawa schools.	February 7, 2020	Preliminary draft of a Matawa-wide REA
Community engagement facilitation and preparation of related presentation materials	Prepare and facilitate community engagement sessions and presentation materials to be used in each Matawa First Nation community. These engagement sessions will be used to refine the REA.	March 31, 2020	Presentation materials and facilitated community engagement sessions. Compilation of feedback from engagement sessions.

V. Deadline for Submission

Proposals must be received by fax, email or at the address specified below no later than **December 5, 2019**.

VI. Delivery Schedule

The successful consultant will complete all work on or before **March 31, 2020**.

VII. Queries and Clarifications

For queries and clarifications regarding the RFP, please contact:

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