



Request for Proposals Project Development and Implementation

- Project Name: Strengthening Community Capacity in the Elk Valley
- Issuing Date: December 24, 2020
- Issued By: Fernie Pride Society

Proposals marked “Project Development / Implementation RFP” will be received by the Fernie Pride Society up to January 19, 2021 at midnight local time.

Please submit your Proposal to Fernie Pride Society via email at info@fernierpride.ca. Shortlisted candidates will be contacted by January 26, 2021.

For information or clarification please contact Courtney Baker at info@fernierpride.ca or by telephone at 250.423.8835.

Closing Date: Midnight local time on Tuesday, January 19, 2021.

Project Summary

Fernie Pride Society is seeking qualified consultants to develop and complete an LGBTQ2+ capacity building project in the Elk Valley region of British Columbia. To this end we are seeking a person/persons to design and implement a multifaceted and inclusive project. The Fernie Pride Society serves the entirety of the Elk Valley and our Project will allow us to create advocacy strategies and increase sector capacity to develop, implement, and sustain regionally appropriate solutions to LGBTQ2+ concerns in a way that helps shape control over regional physical, social, economic and cultural environments.

RFP applicants will have a maximum of 13 months to complete the project that will ultimately strengthen the capacity of Fernie Pride Society to advance LGBTQ2+ equality regionally. This will be achieved by increasing evidence and knowledge of LGBTQ2+ challenges and barriers; advocacy planning; partnership development; and collaboration and networking. Upon completion, the applicant and Fernie Pride Society will have completed a needs assessment; completed an environmental scan; developed an advocacy strategy plan for regional LGBTQ2+ needs; and created a regional network for LGBTQ2+ supports which will create opportunities for members of LGBTQ2+ communities to gather, connect, network, share knowledge and exist safely in a collaborative space.

Organizational Background

Since 2016, Fernie Pride Society has been working with the Elk Valley communities to provide resources, advocacy, and referrals for Elk Valley LGBTQ2+ individuals of all ages. We support and connect LGBTQ2+ individuals and organizations to further our vision that



the Elk Valley will be a safe, inclusive home for LGBTQ2+ people with a culture of the application of an LGBTQ2+ lens to decision making, policy development, and public and private engagement and outreach.

Submission Guidelines and Requirements

1. Preference will be given to those individuals or organizations with prior experience on projects such as this but if provided with examples of relevant experience, untested applicants will not be excluded from consideration.
2. Applicants should list and provide examples of at least two (2) projects that are substantially similar to the Ferne Pride Society project
3. A complete proposal must be provided. This proposal must provide an overview, including methodology and timelines, of your proposal solution, resumes of all key personnel performing the work, and complete budget.
4. If you have a contract of terms and conditions, please submit it with your proposal. All terms and conditions will be subject to negotiation.

Scope of Work

A complete Project Work Plan is available upon request but key activities are detailed below. RFP applicants are not required to adhere to this but key points for project success are to be subscribed to.

Key activity A: Elk Valley Needs Assessment

- Design objective data collection tools and design subjective data collection tools
- Identify and develop project dissemination methods and partners
- Host focus groups, public meetings, workshops
- Development of an Online Needs Survey

Key activity B: Conduct environmental scan

- Using qualitative data collection methods with identified individuals and relevant public/private organizations. Conduct further quantitative data analysis
- Environmental scan report compiled

Key activity C: Advocacy Strategy Plan Development

- Present needs assessment findings to stakeholders
- Host info sessions and forums on deliverables

Key Activity D: Regional network development

- Outreach, partnership development and education sessions for employers, local governments, community groups, schools, and youth organizations
- Develop a regional network for LGBTQ2+ supports



Key Activity E: Project Dissemination and Policy Development

- Completed project will be accompanied by policy document that can be replicated and implemented for regional organizations, private entities, and municipal governments for best practice decision making

Budget

Fernie Pride Society's budget for the project is \$35,000.00.

Evaluation Factors

Fernie Pride Society will rate proposals based on the following factors, with applicant experience and proximity to LGBTQ2+ issues being the most important.

- Responsiveness to the requirements set forth in this Request for Proposal
- Demonstrated understanding of the Project
- Relevant past performance/experience
- Samples of work
- Cost
- Work plan and timeline

Fernie Pride Society Contribution

Fernie Pride Society will work in partnership with the successful applicant and will provide admin, coordination, and communication assistance. The expectation is that this project is a collaborative one and that all parties will maintain frequent and transparent communication.