

# MÉTIS NATION OF ONTARIO

# REQUEST FOR PROPOSALS

The Métis Nation of Ontario (MNO) is dedicated to providing comprehensive support to individuals facing substance use challenges within the comfort of their homes. As part of our commitment to offering culturally grounded treatment, we are seeking professional services from qualified Métis traditional knowledge partners. This Request for Proposal (RFP) aims to solicit proposals from experienced individuals or organizations to support our community-based addiction program through the integration of Métis traditional knowledge and cultural practices within the program.

RFP Reference Number: **Cultural Connections Program- CCP-RFP 2024-04**

Release Date: May 23, 2024

Closing Date: June 14, 2024

## 1. BACKGROUND

Since its creation in 1993, the MNO has advocated for and represented the rights, interests, and ambitions of Métis within Ontario as part of the larger Métis Nation through its democratically elected governance structures at the local, regional, and provincial levels.

Every four years Métis citizens have the opportunity to choose their provincial and regional leadership (the Provisional Council of the MNO), by voting in province-wide ballot box elections. In addition, MNO Community Councils have been established throughout the province. They get their mandate to support local governance through signed Community Charter agreements, and work collaboratively to represent the rights and interests of regional rights-bearing Métis communities throughout the province. There are also active provincial Veteran's, Women's, and Youth Councils.

While the MNO has always asserted its position as a Métis government the MNO Secretariat, (the MNO's corporate and administrative arm), has been incorporated under Ontario law since 1994. In December of 2015 the MNO Act was passed by the Ontario legislature to recognize and accommodate the MNO Secretariat's unique status as the corporate arm of the Métis Nation.

The MNO through its province-wide infrastructure delivers a range of programs, services, and technical support in the areas of health, labour market development, education, housing, intergovernmental affairs, and lands resources and consultation. MNO currently has over 450 staff working in 32 offices across Ontario. For more information please see the MNO's most recent annual report at <http://www.metisnation.org/about-the-mno/annual-reports/>.

### **Intensive Community Substance Use Program Background:**

In 2022/23, the Intensive Community Based Addiction Program was initiated as a pilot project by the Métis Nation of Ontario (MNO) Mental Wellness Program, addressing the pressing need for accessible and culturally appropriate addiction treatment for Métis individuals in Ontario. This

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program integrated addiction support with culturally relevant teachings, providing a comprehensive framework for recovery within the comfort of clients' homes and communities. Rooted in the 12 Métis Core Values and emphasizing relational experiences, the pilot project offered a wrap-around, culturally grounded approach to addiction treatment. Participants were supported in rebuilding their lives, learning, and sharing within a culturally affirming environment, fostering connection, balance, and healing. Furthermore, the program addressed the intertwined challenges of trauma, addiction, and mental health, offering a holistic pathway toward recovery and wellbeing.

## 2. NATURE AND SCOPE OF WORK

The successful candidate will be crucial in delivering traditional and cultural Métis programming as part of the intensive community-based substance use program. This program will consist of one half-day-a-week sessions over 9-12 months to provide wrap-around, culturally grounded, intensive traditional support within the clients' communities. The program seeks to foster recovery, healing, and overall wellbeing by integrating Métis cultural practices, values, and ways of life. This program will work with and support the intensive community-based substance use program, which aims to provide culturally grounded treatment and support to individuals facing substance use challenges. Participants will move through the process, learning tools, strategies, and life skills in a culturally safe, Métis-focused program.

**Program Goal:** The program's overarching goal is to offer a long-term, community-based (at-home/virtual) intensive day treatment program for Métis people. The objective is to assist participants in achieving sobriety or non-problematic use of legal substances while leading balanced lives. Additionally, participants will receive Métis cultural knowledge and practices as part of their journey to recovery.

**Program Objectives:** The program will combine traditional and mainstream practices by sharing stories, music, and cultural healing and wellness practices. It will also address trauma, substance use, and mental health.

- **Traditional Practices:** Integration of Métis traditional practices into therapeutic group work and individual counselling sessions.
- **Skills Building:** Empowering participants to identify and incorporate traditional practices into their personalized recovery plans.
- **Cultural Group Work:** Facilitate sessions focusing on Métis traditional ways and knowledge, fostering a supportive and healing environment.
- **Participation in Program Activities:** Collaboration with project partners for client management, participation in team meetings, and other relevant duties as required by the MNO.

**The project will include the following deliverables:**

- The group will meet once a week for half a day.
- The program aims to supplement the intensive community-based substance use program by offering a culturally grounded treatment and support group.

- The program will explore Métis traditional knowledge and practices to facilitate healing, balance, and recovery.
- The group will also offer continuing care to support participants throughout their journey towards recovery through weekly check-ins and activities.

### **3. COMPENSATION**

Terms and timelines for payment will be specified in the finalized retainer and contract for services.

### **4. PROPOSAL RESPONSE GUIDELINES**

To ensure a proposal is considered for evaluation, it must include all the information requested and be presented in the order described below:

#### **4.1 Cover Letter**

The cover letter must:

- Clearly reference the project title and number of the RFP;
- Be dated and signed by a person authorized to negotiate, make commitments, and provide any clarifications with respect to the proposal on behalf of the bidding contractor
- Include a statement indicating your understanding of the proposed project and requirements;
- Highlight relevant qualifications and experience;
- Indicate the capacity to complete the project, including: project organization and project management plans.

#### **4.2 The Proposal - Qualifications and Experience**

The proposal must outline and include the following:

- A detailed description of the proposed approach to delivering traditional and cultural Métis programming within the outlined scope.
- An understanding of Métis culture and history, and contemporary issues affecting the Métis Nation and Ontario Métis and experience and knowledge in working with Métis governments or Indigenous organizations.
- The traditional knowledge holder(s) ' qualifications and experience, including resumes and professional College Registration (if applicable).
- Proposed methodology for ensuring culturally grounded treatment and collaboration with project partners.
- Compliance strategy for managing client records and adhering to regulatory requirements.
- Proposed curriculum for program activities.

#### **4.3 References**

- Please supply three relevant references, including the contact person's name, title, telephone number, and email address.

#### 4.4 Innovation

- Provide details of any possible innovative ideas, suggestions or opportunities for improvement that would enhance the project, process or required outcomes indicated within this RFP.

#### 4.5 Costs and Charges

- Budgetary considerations, including any anticipated expenses or fees.
- Provide the rates for the team proposed to conduct the work.

### 5. SUBMISSION

As a potential supplier of these professional services, you are invited to submit a proposal in accordance with the terms and conditions detailed in this document to the following contact:

Tammy Adams  
Mental Wellness Manager  
TammyA@metisnation.org

Include **Cultural Connections Program- CCP-RFP 2024-04** in the subject line.

**The closing date and time are June 14, at 11:59 p.m. ET via email. Proposals received after this time will not be considered.**

### 6. PROJECT SCHEDULE

- RFP Release Date: May 23, 2024
- Closing Date: June 14, 2024
- Project Commencement: August 6, 2024
- Project Completion: March 31, 2025

### 7. SELECTION PROCESS

Upon closing, all proposals will be reviewed for completeness. Only completed proposals will be brought forward for further consideration and final decision.

Eligible proposals will be evaluated based on the response guidelines in Section 4 as follows:

<b>Criteria description</b>	<b>Points</b>
Demonstrated expertise in cultural and traditional knowledge and skills	/15
Knowledge of Métis and Experience with Métis governments and/or organizations	/15
Quality of proposal and demonstrated understanding of program requirements and innovative approaches	/20
Budget structure is comprehensive, clear, and demonstrates value of resources	/10

The MNO reserves the right to accept or reject any or all proposals either whole or in part at any time, or waive formalities in, or accept a proposal either whole or in part which is deemed most favourable in the interest of the MNO. The MNO will be under no obligation to proceed further with any submitted proposal and, should it decide to abandon same, it may, at any time, invite further proposals for the supply of the described services or enter into any discussions or negotiations with any party for the provision of the services. No alterations, amendments or additional information will be accepted after the closing date and time unless invited by the MNO.

The lowest or any submission in response to this RFP will not necessarily be accepted. The bids will be considered on their merits, and it is not the intention of the MNO to buy on price alone.

The MNO Policy entails the following Principles of “Best Value”:

- Procure the goods and services requirements of all departments in an efficient, timely and cost-effective manner while maintaining the necessary controls;
- Engage in an open bidding process wherever practical;
- Ensure maximum value is obtained during the acquisition of goods and services.
- Where applicable, the total cost of the goods and services purchased should be considered. Total cost may include but not be limited to acquisition cost, disposal cost, residual value, training cost, maintenance cost, product performance and environmental impact;

**8. PERIOD OF AGREEMENT**

The term of any contractual agreement will be from the date of the award to be defined in the retainer agreement.

**9. TERMS AND CONDITIONS**

9.1. The Métis Nation of Ontario (MNO) will not be responsible for any costs incurred by a contractor in preparing and submitting proposals and/or attending interviews. The MNO accepts no liability of any kind to a contractor prior to the signing of a contract.

9.2. Submission of a proposal shall not obligate, nor should it be construed as obligating the MNO to accept any such proposal or to proceed further with the project. The MNO may, in their sole discretion, elect not to proceed with the project, and may elect not to accept any or all proposals for any reason.

9.3. Contractors may amend or withdraw their proposals prior to the closing date and time specified in the RFP by way of written notice.

9.4. The contractor must identify any information in its proposal that it considers to be confidential or proprietary.

9.5. All proposals and accompanying documentation received under this competition will become the property of the MNO and will not be returned.

9.6. The MNO reserves the right to accept or reject, in whole or in part, any or all proposals.

9.7. The MNO reserves the right to cancel and/or re-issue this RFP at any time for any reason without penalty.

9.8. The contractor's proposal shall form part of the contractual agreement by attachment and will be incorporated by reference.