
Request for Proposals

BAND REPRESENTATIVE ADVISORY COMMITTEE - COPYWRITER

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.

Lack of access to health and social services is a historical and ongoing issue for members of NAN First Nations. This lack of access, coupled with ongoing discrimination has negatively impacted the quality of life of First Nations in NAN territory, including poor health and social conditions. NAN has been continuously advocating for access to health and social services for its members since its inception in 1973.

Canadian Human Rights Tribunal – First Nations Child Welfare Case

In 2007, the Assembly of First Nations and the Caring Society launched a human rights complaint against Canada for discriminating against First Nations children, youth, and families in the provision of the First Nations Child and Family Services (“FNCFS”) program, and narrow implementation of Jordan’s Principle.

In 2016, the Canadian Human Rights Tribunal (“CHRT”) found that Canada did wilfully and recklessly discriminate against First Nations children, youth, and families. The CHRT found that discrimination common to First Nations is often exacerbated in remote communities and some discrimination is specific to remote communities.

The CHRT ordered that Canada cease its discriminatory practices, and reform FNCFS, as well as the implementation of Jordan’s Principle. Further, it ordered that Canada compensate the First Nations children, youth, and families who were victims of its discrimination.

In 2018, the CHRT ordered that Canada fund Band Representative Services at actual costs for First Nations in Ontario.

On October 24, 2023, the Federal Court approved the Compensation Final Settlement Agreement (“FSA”), providing \$23.34 billion to the victims of Canada’s discrimination, which are estimated to be over 300,000 people. The Compensation FSA represents the largest compensation settlement in Canadian history. There are five different classes of eligibility, which will be launching on a staggered timeline. The claims process is not open yet.

An Agreement-in-Principle on Long-Term Reform of the First Nations Child and Family Services (FNCFS) Program was signed by the parties to the CHRT case on December 31, 2021, and a Final Agreement has been negotiated, and is being discussed among First Nations leadership. This agreement commits funding over 10 years for prevention services, First Nation Representative Services, as well as funding for capital infrastructure and housing.

Band Representative Advisory Committee

In February 2024, NAN Chiefs-in-Assembly directed the NAN Executive Council to create a Coordination and Oversight Team (“COT”) to immediately begin pre-emptive planning to forecast and manage vulnerabilities in advance of the commencement of the \$23.3B compensation payouts and the associated long-term reform funding. The Band Representative Advisory Committee is a sub-committee of COT.

The Band Representative Advisory Committee will provide input, feedback, and recommendations with respect to the implementation of the reforms of the First Nations Child and Family Services program. These reforms include First Nations Representative Services (Band Representative), Prevention, and Post-majority support services, as well as Capital. Members of the Band Rep Advisory Committee are to identify opportunities and needs in communities and off-reserve with respect to successful implementation of the long term reform of the First Nations Child and Family Services program in NAN territory. The work also includes developing a Band Rep curriculum and manual for NAN communities.

OBJECTIVE

NAN is seeking a qualified, and experienced individual to develop a comprehensive manual that will be used as a resource tool by Band Representatives and those delivering First Nations Child and Family Services programs in NAN territory. The objective is to create a use-friendly guide that can be utilized by communities to enhance understanding and effective delivery of band representative services, prevention, and post-majority support services. The copywriter shall write this manual based on consultation and in collaboration with NAN’s Band Representative Advisory Committee.

As a member of the COT, the successful proponent will be responsible for:

- **Research and Consultation:** Collaborate with NAN’s Band Representative Advisory Committee, COT and NAN communities (as required) to gather information and ensure accuracy of manual materials.
- **Content Development:** Write and organize content on band representative services, prevention services and post-majority support services based on recommendations from the Advisory Committee.
- **Review and Revisions:** Incorporate feedback from NAN Executive, NAN Band Representative Advisory Committee, and COT to refine the manual as required.
- **Final Deliverable:** A complete user-friendly manual, including but not limited to, content, organization, writing, editing and formatting.

PROJECT TIME FRAME

The work shall be conducted between the start of the contract and March 31, 2025. The commitment will combination of meeting preparation, meeting attendance, and occasional consultation via email or phone/video conference. NAN will cover all travel expenses and disbursements if copywriter is required to travel to Thunder Bay for in person meetings.

PROPOSAL SUBMISSION INSTRUCTIONS

All proposals shall be received by NAN no later than December 31, 2024, at 11:59 p.m. EDT.

All proposals will clearly identify the name of the proponent. The subject title must read: “RFP for Band Representative Advisory Committee – Copywriter.

Proposal submissions shall be sent by email to Maggie Rismondo, Child Wellbeing Reform Manager, Nishnawbe Aski Nation.

Proposal submissions shall be emailed to mrисmondo@nan.ca.

PROPOSAL SUBMISSION REQUIREMENTS

All proposals shall include the following information:

- **Qualifications:** provide a description of the proponent’s education, any affiliations with professional bodies, capabilities/experience with respect to First Nation communities and any work completed for First Nations communities.
- **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 writing manuals or resource guides and its impacts.
- **Proponents Hourly Rate:** Provide the hourly 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, registration with professional body, capabilities	20
Experience working with First Natation people and communities.	25
Experience working with people and communities that experience geographic remoteness.	15
Knowledge of class action compensation payouts to First Nations people.	10
Hourly rate of pay.	Not scored
Total possible score	70

SUBMISSION PROCESS

Proposals are to be received electronically (via email) by **11:59 pm on December 31, 2024**. Send proposals to Maggie Rismondo, Child Wellbeing Reform Manager @ mrисmondo@nan.ca.

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