**REQUEST FOR PROPOSALS (RFP)**

***Consultations and research on Culturally Relevant Rehabilitation programming***

Description –The contractor will work closely with the Council of Yukon First Nations (CYFN), Yukon Government (YG) and 14 Yukon First Nations to conduct consultations and research for the purpose of developing culturally relevant rehabilitative programming for clients in Whitehorse Correction Centre.

# Request for Proposals

**CYFN Justice Department**

**Issue date: February 10, 2017**

**RFP Deadline: February 27, 2017** **at 4:00 p.m.**

**Contact:**

**Laura Hoversland**

**Justice Department**

**2166 2nd Avenue,**

**Whitehorse, Yukon Y1A 4P1**

**(867) 667-3783**

**laura.hoversland@cyfn.net**

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# Proposal Timetable

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| --- | --- |
| Issue Date of RFP | February 10, 2017 |
| Submission Deadline | February 27, 2017 |
| Completion Date | May 15, 2017 |

**Scope of Work**

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## Background

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| The Yukon consists of 14 individual First Nations that have various and differing dynamics in each community. Despite some local wellness activities, the high population of First Nation people in the Justice system is acknowledged as being over-represented. With the support and guidance of the First Nation Engagement Contract and reporting to the CYFN Justice Manager, the contractor will conduct consultations and research for the purpose of developing culturally relevant rehabilitative programming for clients in Whitehorse Correction Centre. |

## The Deliverables

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| 1. Analysis, review and assess:
* The three existing Corrections Rehabilitative Programs currently offered at WCC: Violence prevention Program (VPP), Substance Abuse Management (SAM) and Respectful Relationships (RR) to identify how Yukon First Nations cultural can be incorporated;
* The existing WCC program offerings such as: spiritual, crafts, education and recreation
* Research other jurisdictions of similar size to identify best practices and successful culturally relevant programming
1. Refine questionnaire and travel to all 14 Yukon communities to gather information through interviews (to be recorded. Recorded provided)
2. Synthesize, analyze and interpret interview/questionnaire data and compile into final report
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## Project Timeline

 March to May 15, 2017 completion date.

## Evaluation/Selection Criteria

The following is an overview of the categories and weighting for the evaluation and selection criteria. Each of the 4 components must be ***clearly*** demonstrated in the RFP and distinguished separately.

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| **Evaluation/ Selection Criteria Category** | **Weighting (Points)** | **Minimum Threshold** |
| Experience and Qualifications | 20 | 15 |
| Workplan/Approach | 10 | 7 |
| Price | 20 | 15 |
| First Nations  | 5 | 0 |
| **Total Points** | **55** | **37** |

**Experience and Qualifications**

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| * Diploma, Degree or professional certificate in Justice or a related field and/or equivalent and extensive related work experience;
* Understanding and knowledge of Justice related issues facing Yukon First Nations;

•  Demonstrated experience in research, writing and consultations; •  Experience with working with First Nations; •  Demonstrated ability to think analytically and synthesize data  |

**Workplan/Approach**

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| * Proponent clear outlines a suggested workplan/approach to complete the required deliverables including timeline with dates;

•  Demonstrated approach to working with numerous stakeholders and partners.  |

## Pricing

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| * Budget breakdown detailing number of days and daily rate;
* Travel costs (not including daily rate) to all Yukon Communities. Flights, accommodations, mileage, per diems to be included
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**First Nations**

* Proponent is a Yukon First Nations citizen or business is owned by a Yukon First Nations citizen.