



OFIFC

Ontario Federation of
Indigenous Friendship Centres

**Original Peoples Learning Centre –
Organizational Relationship Project**

Request for Proposals

**Deadline for submission:
November 7, 2022**

1. Invitation

The Ontario Federation of Indigenous Friendship Centres (OFIFC) is inviting qualified consultants with experience working with urban Indigenous organizations and/or Postsecondary Institutions to advise on the organizational governance models for the Original Peoples Learning Centre (OPLC) in relation to the OFIFC governance structure and relationship to the OFIFC.

2. About the OFIFC

Founded in 1971, the Ontario Federation of Indigenous Friendship Centres (OFIFC) works to support, advocate for, and build the capacity of member Friendship Centres across Ontario.

Emerging from a nation-wide, grassroots movement dating back to the 1950's, Friendship Centres are community hubs where Indigenous people living in towns, cities, and urban centers can access culturally based and culturally appropriate programs and services every day. Today, Friendship Centres are dynamic hubs of economic and social convergence that create space for Indigenous communities to thrive.

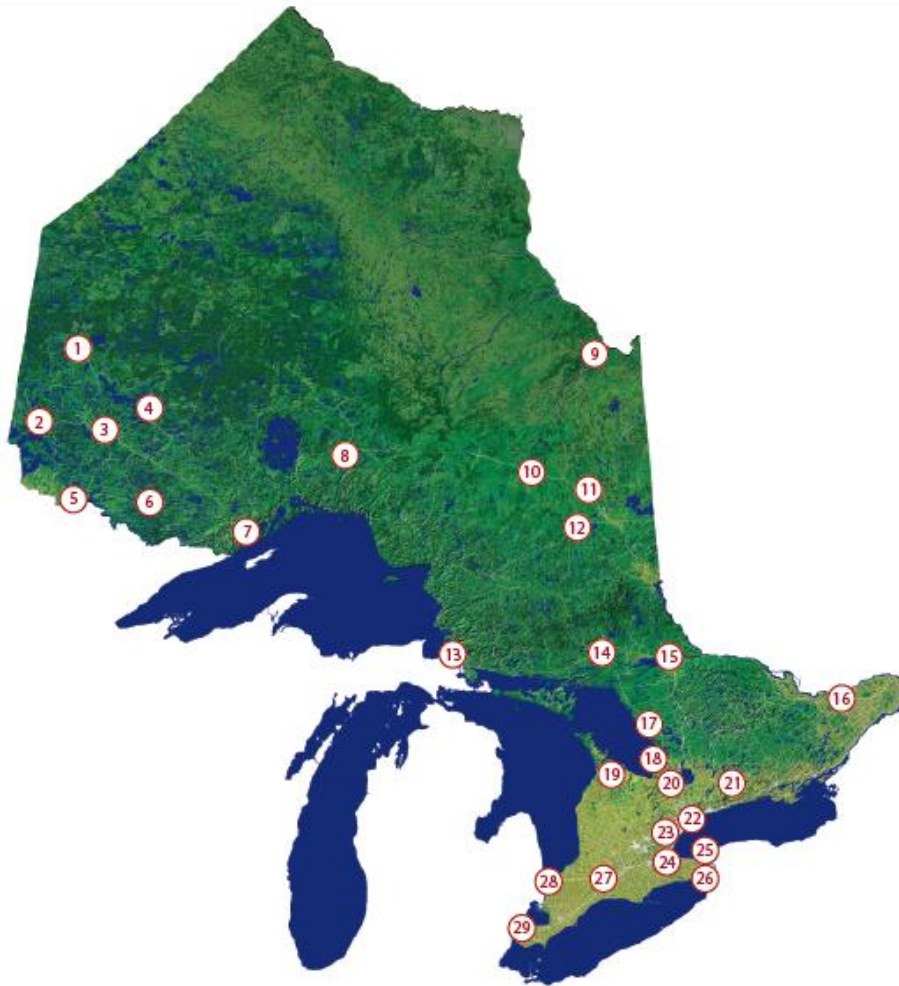
Friendship Centres are idea incubators for young Indigenous people attaining their education and employment goals, they are sites of cultural resurgence for Indigenous families who want to raise their children to be proud of who they are, and they are safe havens for Indigenous community members requiring supports.

In Ontario, more than 85 per cent of Indigenous people live in urban communities. The OFIFC is the largest urban Indigenous service network in the province supporting this vibrant, diverse, and quickly growing population through programs and initiatives that span justice, health, family support, long-term care, healing and wellness, employment and training, education, research, and more.

Friendship Centres receive their mandate from their communities, and they are inclusive of all Indigenous people – First Nation, Status/Non-Status, Métis, Inuit, and those who self-identify as Indigenous.

Learn more about the work the OFIFC does to support Friendship Centres at www.ofifc.org.

Friendship Centres



1 Red Lake Indian Friendship Centre **2** Ne-Chee Friendship Centre (Kenora) **3** Dryden Native Friendship Centre **4** Nishnawbe-Gamik Friendship Centre (Sioux Lookout) **5** United Native Friendship Centre (Fort Frances) **6** Atikokan Native Friendship Centre **7** Thunder Bay Indigenous Friendship Centre **8** Thunderbird Friendship Centre (Geraldton) **9** Timmins Native Friendship Centre Satellite Office (Moosonee) **10** Kapuskasing Indian Friendship Centre **11** Ininew Friendship Centre (Cochrane) **12** Timmins Native Friendship Centre **13** Indian Friendship Centre (Sault Ste. Marie) **14** N'Swakamok Native Friendship Centre (Sudbury) **15** North Bay Indigenous Friendship Centre **16** Odawa Native Friendship Centre (Ottawa) **17** Parry Sound Friendship Centre **18** Georgian Bay Native Friendship Centre (Midland) **19** M'Wikwedong Native Cultural Resource Centre (Owen Sound) **20** Barrie Native Friendship Centre **21** Nogojiwanong Friendship Centre (Peterborough) **22** Toronto Council Fire Native Cultural Centre **23** Peel Aboriginal Network (Mississauga) **24** Hamilton Regional Indian Centre **25** Niagara Regional Native Centre (Niagara-on-the-Lake) **26** Fort Erie Native Friendship Centre **27** N'Amerind Friendship Centre (London) **28** Sarnia-Lambton Native Friendship Centre **29** Can-Am Indian Friendship Centre of Windsor **not numbered** Brantford Regional Indigenous Support Centre

3. Background

Friendship Centres in Ontario have a rich history of serving urban Indigenous community needs and nurturing community wellbeing. The OFIFC was created by Friendship Centres to advance their collective aims and objectives through services and community development. Friendship Centres engage community development through partnerships, programming, policy, research, evaluation, training, and education.

Friendship Centres recognize that nurturing the personal/professional growth of Friendship Centre workers, and community members, contributes to the growth and wellbeing of the overall community. In the early 1990s, Friendship Centres tasked the OFIFC with developing a long-term vision for an institute, The institute would provide culture-based training, education, and research. The OFIFC established the institute, and it was named the Original Peoples Learning Centre (OPLC).

The OFIFC advances training, education, and research initiatives that support the long-term vision for the OPLC. These initiatives are grounded in Friendship Centre needs, urban Indigenous realities, and cultures. Our research is guided by the OFIFC's *USAI Research Framework* (first ed. 2012, second ed. 2016) and its four ethical principles.

The OFIFC designs and delivers college certificate courses to Friendship Centre workers. In 2011, the OFIFC launched its first college certificate program known as the Indigenous Community Development College Certificate (ICDCC). The program is accredited through a partnership with two Colleges in Ontario. The OFIFC also developed the Good Minds College Certificate (GMCC) to support continual skill-building and knowledge sharing for Friendship Centre workers.

The needs and priorities of Friendship Centres are the impetus for the OFIFC to further implement the long-term vision for the OPLC. The OFIFC is actively working to develop the OPLC as an accredited institution that can independently grant degrees, diplomas, and certificates. Strengthening understandings about the relationship between the OFIFC and OPLC is important in our current development phase of pursuing accreditation.

4. Project Expectations

The project will examine practical ways to situate the organizational relationship between the OFIFC and the OPLC. The project will provide sustainable governance models for expressing the distinct and shared qualities of the OFIFC and OPLC. Findings will identify advantageous ways to establish the OPLC as an Institution in relationship with the OFIFC.

5. Project Purpose

The purpose of the project is to advise the OFIFC on ways to better communicate its relationship with the OPLC and strengthen how this is reflected in practice. The OFIFC is actively developing the OPLC toward institutional accreditation for granting degree, diplomas, and certificates. A key consideration for the relationship is understanding the OFIFC as a not-for-profit in relation to the OPLC as an institute for urban Indigenous training, education, and research. The project will be responsive to the Friendship Centre Movement with approaches that preserve the mandate of OFIFC and support a clear relationship between the OFIFC and the OPLC.

6. Scope of Work

The successful consultant will work in close collaboration with assigned OFIFC staff to formulate OPLC planning processes focused on immediate interactions/integrations between the OFIFC and the OPLC. Planning will consider corporate and organizational factors including governance, agreements, contracts, finances, and operations. The successful consultant will be able to examine these factors from an organizational transformation lens as well as risk management strategies.

The successful consultant will conduct key informant interviews with individuals identified by the OFIFC. Interviews will focus on understanding the vision for the OPLC. Interviews will contribute to understanding the organizational relationship between OFIFC and OPLC, the role of Friendship Centres, the OFIFC's organizational structure, and relevant details on the OPLC's development.

The successful consultant will review relevant OFIFC and OPLC corporate and organizational documents. The successful consultant may be asked to retrieve copies of corporate documents for this review. Legislation and regulations pertaining to not-for-profit organizations and accredited post-secondary institutions will also be reviewed. The document review will inform a relationship analysis guided by questions set by the OFIFC. Follow-up interviews will occur with OFIFC staff for a more targeted discussion about developing the OPLC in relationship with the OFIFC.

The successful consultant will compose a report on the organizational relationship between the OFIFC and OPLC. The report will present the relationship analysis as well as strategies for effectively developing the OPLC in relationship with the OFIFC's

organizational structure, governance, and operations. The report will highlight potential areas where gaps or barriers may arise along with risk management strategies.

7. Deliverables

- Engagement meetings with critical OFIFC Senior Leaders and staff as identified;
- Review of OFIFC and OPLC documents, as well as applicable legislation and regulations;
- Relationship analysis;
- Retrieve and submit copies of corporate documents as requested;
- Draft report;
- Final report; and,
- Presentation to OFIFC staff on the final report.

8. Timeline

The project is anticipated to begin November 21, 2022, and end January 23, 2023.

9. Consultant Roles and Relationship with OFIFC staff

The successful consultant will report directly to the Chief Learning Officer in managing the project. OFIFC Staff will provide support and guidance to the consultant for the duration of the project. The consultant will meet with assigned OFIFC staff on predetermined dates and as required to provide updates on the project's progress.

10. Consultant Qualifications and Considerations

- Knowledge of Friendship Centres in Ontario and the OFIFC;
- Experience working with Indigenous not-for-profit organizations and/or Indigenous postsecondary institutions;
- Strong legal and corporate understandings;
- Experienced with organizational relationships and organizational transformation;
- Knowledgeable about legislation and regulations applicable to not-for-profit organizations;
- Well-informed about postsecondary legislation and *Indigenous Institutes Act, 2017*;
- Ability to work collaboratively with OFIFC staff; and,
- Ability to manage project to meet deadlines while delivering high-quality deliverables.

11. Proposal Requirements

- Executive Summary;
- The project, scope, approach, and methodology;
- Work plan with timelines;

- Detailed and itemised pricing;
- Declaration of experience and qualifications (attach a separate CV if needed);
- Disclosure of any possible conflict of interest; and,
- References.

The proposal must be submitted as a stand-alone document by the deadline specified below. Supporting documents such as Curriculum Vitae and reference letters must be attached as appendices.

The adjudication and selection process are the sole responsibility of the OFIFC and its determined decision-making body. If successful, the applicant will be notified of the decision regarding their application and next steps.

12. Budget

The total amount allocated for this project is currently unlisted. Please note that the OFIFC strongly adheres to public health measures and that project activities will occur in a manner that reflects public health directives. Travel expenses, should they arise, would be reimbursed separately as negotiated once the project plan is finalized.

The OFIFC has prioritized the timeline for this project, therefore, all proposed budgets can be considered.

13. Application Deadline

Please submit one (1) electronic copy of your complete proposal (including scheduling, hours needed, and project budget) before 5 pm on **November 7, 2022** to:
Jade Huguenin, Interim OPLC Director, jhuguenin@ofifc.org

14. Questions/Inquiries

Any questions about this Request for Proposals can be directed to Jade Huguenin, Interim OPLC Director, jhuguenin@ofifc.org, 416-956-7575 ext. 378.