



Request for Proposals – Black Youth Mental Health and Addictions Strategy

Please forward required documents by **February 14, 2022** to:

Dr. Fatimah Jackson-Best

Project Manager

Black Health Alliance

720 Bathurst Street, Suite 420

Toronto, Ontario

M5S 2R4

Email: fjackson-best@blackhealthalliance.ca

ORGANIZATION & PROJECT SUMMARY

The Black Health Alliance is a community-led registered charity working to improve the health and well-being of Black communities in Canada. Driven by ground-breaking research, strong partnerships, and people, this movement continues to build innovative solutions to improve Black health and well-being, and mobilize people and financial resources to create lasting change in the lives of Black children, families and communities.

Mission

To reduce the racial disparities in health outcomes and promote health and well-being for people from the diverse Black communities in Canada with emphasis on the broad determinants of health, including racism.

Vision

People from the diverse Black communities in Canada experience optimal health and well-being.

Pathways to Care is a five-year systems-change project & strategic collaboration between Black Health Alliance, TAIBU Community Health Centre, Centre for Addiction & Mental Health (CAMH), Strides Toronto, and the Wellesley Institute. Pathways to Care aims to remove barriers and improve access to mental health and addiction services for Black children, youth and their families in Ontario by making interventions at the policy, sector, and population levels.

We invite you to learn more about us at: www.blackhealthalliance.ca and www.pathwaystocare.ca

Scope of the Project

As part of the next phase of its project activities, Pathways to Care is seeking proposals from qualified consultants to assist in the development of a comprehensive Black youth mental health and addictions strategy that will be implemented by organizational partners across 6 cities in Ontario.

The successful proponent(s) must have recent experience and a deep understanding of the mental health and addictions, and youth sectors. The successful proponents will also have extensive experience developing and planning strategies for mental health and addictions for marginalized populations. They should have the ability to coordinate and facilitate the planning process, contextualize primary research data to be used to inform the strategy, and create strategic planning assets that are measurable and suitable for implementation. The successful proponent(s) must have a demonstrated understanding of the effects of anti-Black racism on the mental health and wellness of Black populations, and demonstrated experience (lived or work) working with Black communities and organizations.

Schedule of Events

The following schedule is provided for planning purposes only. Black Health Alliance may alter this schedule at any time and accepts no responsibility for adherence to this schedule:

- A. Issue Requests for Proposal: January 27, 2022
- B. Deadline to Receive Proposals: February 14, 2022
- C. Presentation to Selection Committee: February 15-21, 2022
- D. Awarding of Proposal: March 1, 2022

Scope of Services

It is expected that the consultant will be responsible for providing expert advice and facilitation throughout the contract and the following deliverables at a minimum:

1. Develop a critical path identifying key tasks and timeframes for completion of the plan by March 18, 2022
2. Project coordination including regular meetings with the Black Health Alliance staff and Executive Director providing status reports to keep the project on schedule.
3. Review and Contextualize primary data from the project's qualitative and quantitative research in the Community Reports to inform the development of the strategy
4. Facilitated engagements with the project's advisory committees and reference groups
5. An environmental scan focused on the mental health and addiction sector in Ontario
6. Develop a comprehensive process to develop the Strategy which must include:
 - Development of a strategy document inclusive of an executive summary, thematic sections, key results, indicators and strategies to deliver priority actions

- A mission and vision statement
- An implementation plan for the Strategy which outlines how it can be deployed across the 6 cities (Greater Toronto Area, Hamilton, London, Windsor, Ottawa, Kitchener/Waterloo).

Proposal Requirements

A covering letter should be provided with the proposal clearly stating an understanding of the service to be provided. The letter must include the names of all individuals who will be participating in the project on behalf of the consultant. The person signing the covering letter must be authorized to bind the consultancy.

Proposals must include the following components, each in appropriate detail:

- An overview of the vendor's firm, consulting company (if applicable)
- An overview of the vendor's experience in similar projects along with at least three (3) references that outline previous projects of a similar nature that have been completed by the vendor. This will include the client names and contact information including telephone numbers. Black Health Alliance may contact these references
- An overview of the vendor's experience (lived or work) working with Black communities and organizations and mental health-related strategy development
- Resumes/CV's of the person(s) that will work on this project
- An indication of the vendor's understanding of the project scope and requirements, including how each of the specific requirements will be performed
- A critical path with recommended tasks and associated timelines
- A budget which includes a quotation for the completion of the project with hourly rates and including disbursements, applicable taxes, and any other expenses to be charged to Black Health Alliance. In the event of an unexpected termination of the contract if decided by Black Health, no other costs will be billable to Black Health Alliance other than allowable costs incurred up to the date of the contract termination
- Ability of the vendor to engage stakeholders in English and French
- The anticipated level of participation required by Black Health Alliance staff, Board of direction and in what timeframes
- An outline of what outputs are to be provided to Black Health Alliance

You may supplement your proposal with any additional information you feel will strengthen your submission.

Selection process

The shortlisted proposals will be reviewed by the selection and an interview held with the selected candidates by February 28, 2022

Conflict of Interest

Each proponent (on its' own behalf and on behalf of all members of its team, if any) shall declare in its response any real or perceived conflict of interest which either

presently
exists or can reasonably be foreseen as arising in the future. A conflict of interest will be evaluated on its merits and will not necessarily result in the exclusion of a response.

Conditions

Black Health Alliance will not be liable for any costs incurred by the proposers in the preparation of their response to this proposal or attending the presentation if required. Black Health Alliance reserves the right to ask for additional information and adjustments to any proposed response. Black Health Alliance will keep all information provided by the candidate confidential. Information provided to the respondents is to be used for the sole purpose of responding to this RFP.

Questions and Clarification

All interested parties will have the opportunity to ask questions and seek clarification by sending email to Fatimah Jackson-Best at fjackson-best@blackhealthalliance.ca