

Upper Room Mission

Request for Proposals

EVALUATION OF HOMELESSNESS STRATEGY FOR NORTH OKANAGAN

Request for Proposal Issue Date

May 12, 2010

Closing Location:

Social Planning Council for the North Okanagan
3205 31st Ave.
Vernon, BC
V1T 2H2
info@socialplanning.ca

Closing Date: May 26, 2010

Background:

In 2006, Vernon City Council and the wider community identified the need to adequately address the issues of homelessness and affordable housing. The social and economic impact on the community as a whole was too great to be ignored. Previous to 2006, local non profit agencies had attempted to meet the growing demand on their services but recognized that they were fighting a losing battle. Social Planning Council for the North Okanagan facilitated the community process to create the Homelessness Strategy for the North Okanagan in the Spring of 2007. The strategy was is currently "housed" and monitored by the Partners in Action Committee.

Since it was adopted by the Partners in Action in March of 2007, the majority of the recommendations in the strategy have been implemented. In particular, the opening of the Gateway Shelter and the provincial government's commitment to funding a variety of outreach workers has dramatically increased the non profit sector's capacity to assist the homeless. The last and most crucial focus of the strategy is to secure permanent supported housing for this vulnerable population.

The focus for this project is to evaluate the Homelessness Strategy to determine its effectiveness to reduce homelessness in Vernon and area. This will help the community to plan for an update of the strategy for 2011-14 based on a formal evaluation of the previous four years' challenges and accomplishments.

Project Partners

Upper Room Mission offers hope to the hurting, hungry and homeless by serving meals and offering life skills programs. In addition to these services, the Upper Room Mission runs a thrift store to help support the work of the organization. The Upper Room Mission is a member of the Partners in Action Committee and participates in community action teams to address homelessness. The Upper Room Mission is the administrative agency for the contract.

Social Planning Council for the North Okanagan (SPCNO) has a mandate to provide action oriented leadership in building a caring and inclusive community. SPCNO coordinates the Partners in Action Team and ensures that the community strategic plans continue to be implemented and added to as needed. SPCNO is providing in-kind supervision and consultation for the contract.

The Partners in Action Committee is made up of representatives from local non-profits including the Social Planning Council, Community Policing Office, Transition House, North Okanagan Youth and Family Services, Howard House, and the Upper Room Mission, just to name a few. There is representation from city staff and City of Vernon councilors as well as governmental organizations such as Service Canada, the Ministry for Children and Families and Interior Health.

Project Goals

The main goal of the project is to evaluate the effectiveness of the current Homelessness Strategy in order to make recommendations for updating the strategy with new goals for 2011-2014. It is important that the community makes decisions on goals and priorities based on accurate information of needs, resources and targets.

Project Deadlines

The project must be completed by November 30th, 2010

Project Scope:

- Compile qualitative and quantitative data in regards to the successes/challenges of the community to provide adequate access to food, housing, health services, employment services and lifeskills to people who are homeless in the North Okanagan.

Deliverables

- Create a framework and methodology for the evaluation process which includes both qualitative and quantitative components; indicate process for collecting data and make recommendations on which data should be collected on a yearly basis.
- Update the inventory of services for people who are homeless; conduct a gaps analysis
- Complete necessary research to determine the effectiveness of the homelessness strategy to:
 - complete the recommendations as provided by the community in 2007
 - provide an effective community response to someone who is homelessness
 - reduce the number of homeless in Greater Vernon (if baseline information permits)
- Make recommendations to the community to be used in updating the homelessness strategy for 2011 - 2014
- Prepare final evaluation document for use by the Social Planning Council and the Partners in Action
- Present the final project findings to stakeholders at a strategic planning session for updating the current strategy; make a presentation of findings to Vernon City Council

Mandatory Requirements:

Proposals submitted are to include the following detail:

- A brief overview of your company with information on your years of experience and expertise in providing this type of consulting service and specifically your experience in research and evaluation.
- Provide a proposed work plan with bench marks, reporting schedule and time frame for completing the evaluation process. Please note that this project must be completed by November 30, 2010.
- A budget for the cost of undertaking this proposal (up to \$9000).
- A minimum three references in regards to your research/evaluation experience.

- The proposal must be received at the closing location or by e-mail by the specified closing date and time.

Expectations of Consultant:

- The successful consultant will:
 - Work closely with the Upper Room Mission, Social Planning Council for the North Okanagan and the Partners in Action Committee
 - Be prepared to meet with the Partners in Action Committee
 - Submit deliverables and reports according to an agreed upon schedule

Evaluation Criteria:

- Proposals will be evaluated with the following evaluation criteria:
 1. Understanding of scope of work
 2. Proposed approach and methodology
 3. Comprehensiveness of work plan and reasonableness of proposed time frame
 4. Qualifications and work experience

Acceptance of Proposals:

Upper Room Mission unequivocally may accept or reject any or all proposals without giving reason for doing so. Applicants may be interviewed before a final decision is reached. We reserve the right to reject or accept any proposal whether or not completed properly and whether or not it contains all the required information.

Disclaimer of Information:

Upper Room Mission disclaims any responsibility or liability to anyone, including the consultants, in connection with the accuracy or completeness of any information, errors, omissions, misstatements or negligence in any such information contained in this document or any agenda or written communications released in connection with this Request for Proposals call. Verbal answers are not binding unless confirmed in writing. No verbal agreement or conversation made or had at any time with any member of the Upper Room Mission shall add to, detract from, affect or modify the terms of the proposal document or the contract.

Ownership of Documents/Proposal

All documents/proposals submitted shall become the property of the Upper Room Mission with the final document to be housed with the Partners in Action Committee.

Contact for Information:

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