



Request for Quotes: Consultant to support the opening of the Nshwaasnangong Child Care and Family Centre

Organizational Overview

Southwest Ontario Aboriginal Health Access Centre (SOAHAC) is one of ten Aboriginal Health Access Centres (AHACs) in Ontario. SOAHAC's purpose is to improve access to, and the quality of, health services for Aboriginal peoples in Southwestern Ontario in the spirit of partnership, mutual respect and sharing.

SOAHAC currently operates four main sites in Chippewa's of the Thames First Nation, London, Owen Sound, and Windsor. Each site houses an Integrated Care Team of health professionals that works together to address the health and wellness needs of their clientele. The teams include Primary Care, Mental Health, Traditional Healing, and allied Health Professionals.

SOAHAC's Mission: To empower Indigenous families and individuals to live a balanced state of well-being by sharing and promoting wholistic health practices.

SOAHAC's Values: SOAHAC's culture will be most healthy if these values are intentionally lived out and reinforced on a regular basis.

- Respect for all
- Compassion
- Quality in health promotion and care
- Honoring all traditional values

Services Include:

Primary Health Care	Licensed Child Care
Traditional Healing	EarlyON programs
Health Promotion	Family Center
Culture Based	Mental Health & Addictions Support
Programming	Social Support Services
Tele Health	Pharmacy
Patient Navigator	Diabetes Education
Palliative Care	Chiroprody
Aboriginal Midwifery	Physiotherapy
Dental Services	
Community Development Initiatives	
Outreach Services in First Nations Communities	



Nshwaasnangong Child Care and Family Centre



Principles:

We are all interconnected, from the water to the stars

Our teachings vary across nations and speakers

Love for all our relations

We all carry gifts that elders and knowledge keepers can help mentor

We have responsibilities to our ancestors and future generations

We are the original peoples of Turtle Island with rights to self-determination

Mother earth offers us cycles and rhythms to follow

Current Context:

SOAHAC is the lead agency for Nshwaasnangong Child Care and Family Centre. This is a new initiative for SOAHAC that aligns with the mission and values of the organization. It provides an additional entry point for SOAHAC's health services and further strengthens partnerships with families and communities, service providers and those supporting language and culture revitalization in Indigenous communities.

SOAHAC will operate Nshwaasnangong's 88 space licensed child care centre (infant to Preschool) and EarlyON program that services families in London and Middlesex County with children ages 0-6 years old. SOAHAC is currently constructing Nshwaasnangong to be part of London's Family Centred Service System and uses a community based, collaborative approach to supporting families and will be the lead agency for this new Family Centre. Nshwaasnangong has been collaboratively designed to offer, licensed child care spaces, an EarlyON program, as well as, programs, services and activities offered by community partners that align with the values and principles of the Nshwaasnangong and the Family Centred Service System.

Scope of Work:

The consultant will:

1. Develop a business plan that supports the sustainable growth of Nshwaasnangong child care and family centre.
 - Recommend a fee structure that is comparable to the local industry and generates sufficient revenue for a sustainable child care and EarlyON program.
 - Recommend a staff salary grid that will support a sustainable staff compliment and is aligned with SOAHAC's compensation plan
 - Recommend strategies that will mitigate risk for fluctuating income, including responding to public health closures due to COVID-19.



- Recommend a strategy that will support the long-term facility maintenance costs and capital renewal costs
 - Recommend a plan for opening Nshwaasnangong Child Care for the first year. This will include appropriate building of capacity within the site and sustainable child –staff ratios and should consider the current context of COVID-19 and its impact on Child Care operators.
2. Support SOAHAC in establishing appropriate financial and program reporting systems for Child Care and EarlyON reporting.
- Identify and recommend appropriate software or hardware for maintaining records for licensing,
 - Identify and recommend appropriate software and hardware for program and financial reporting that meets the needs of SOAHAC and their funders.
 - Work with SOAHAC staff to acquire and integrate these systems as complimentary to SOAHACs existing systems.

Qualifications:

- Excellent financial and business planning knowledge
- Experience in financial planning for licensed child care in Ontario
- Ability to identify opportunities to leverage existing resources and recommend strategies to fill gaps
- Experience with technologies and systems related to accounting and government reporting
- Demonstrated ability to work with multiple stakeholders including SOAHAC staff (accounting, program, leadership), City of London Children’s Services, potential vendors)

Timelines:

SOAHAC is in the process of establishing systems that will support Nshwaasnangong licensed child care and family centre. SOAHAC has a time line to post an expression of interest to families in May 2020. SOAHAC is currently beginning the hiring process with most hiring occurring in July and August 2020. Registration for families will be confirmed in Fall 2020. Nshwaasnangong is expected to open in December 2020.

Phase I Timeline – July 17, 2020

- Develop a business plan
- Identify and recommend hardware and/or software that support the financial, licensing and program reporting required for licensed child care

Phase II Timeline - August 31, 2020

- Support SOAHAC staff to implement recommendations

Phase III –December 2020

- Provide limited support to SOAHAC as opening occurs of the new centre.



Resources Available to the Consultant:

SOAHAC Team Lead: Indigenous Relations Director Jan Martin and/or her delegate

SOAHAC Financial Staff: Chief Financial Officer Shannon Marchand and/or her delegate

Nshwaasnangong Director: TBD

City of London: Adrienne Small and Children's Services TBD

Documents related to the vision of Nshwaasnangong including provincial proposal, guidance from the Journey Together committee. Documents related to funding including standard City of London Children's Services agreements and policies and City-wide Family Centre reporting tools.

How to respond to this request:

Submit a quote (limit of single spaced 4 pages) demonstrating your qualifications with a timeline to the attention of Marisa Kennedy, Indigenous Relations Coordinator at mkennedy@soahac.on.ca no later than July 17, 2020.

Consultant selection will be based on the following criteria:

- Demonstrated qualifications
- Value for dollar
- Consultants of Indigenous ancestry are encouraged to apply

Consultants may be asked for an interview by phone or virtual to clarify their submissions.