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REQUEST FOR PROPOSALS FOR MANITOBA FIRST NATIONS WELLNESS TEAMS

Issued: July 27, 2017

Deadline for Proposals: September 6, 2017

MKO invites proposals from Manitoba First Nations, Tribal Councils, Treatment Centres and other qualified service providers for the development and implementation of Manitoba First Nations Wellness Teams (the "Teams").

Funding for the Teams is being provided pursuant to a Health Funding Contribution Agreement between the Government of Canada and MKO.

The focus of the Funding Agreement is to assist in addressing the mental health and wellness needs of Manitoba First Nations and improve access to mental wellness services and supports in a manner consistent with the traditions, culture and values of Manitoba's First Nations.

OVERVIEW

1. Proposals must be received by MKO on or before **5:00 p.m. September 6, 2017**. Proposals must be forwarded by email to wellness@mkonorth.com and use the format attached as Attachment A (the "Proposal Form"). A proposal must include:
 - a. A cover letter;
 - b. A Proposal Form; and
 - c. First Nation Leadership Support Letter or BCR
2. All proposals will be assessed by MKO's Wellness Team Selection Committee (the "Selection Committee") and all proponents will receive notification of whether they will be offered a Service Agreement, and the terms of any such Agreement, no later than September 22, 2017.
3. Contracts for two (2) Wellness Teams will be awarded for eighteen (18) months each (October 1, 2017 through March 31, 2019). A contract for one (1) Wellness Team will be awarded for twelve (12) months (April 1, 2018 through March 31, 2019).
4. All interested Manitoba First Nation Communities, Tribal Councils, Treatment Centres and other qualified service providers are eligible to submit proposals under this Request for Proposals ("RFP").

AVAILABLE FUNDING

1. It is expected the annual cost of a Wellness Team will be approximately \$400,000.00, of which \$50,000.00 is available as a one-time allocation for startup costs. Accordingly, the contracts for eighteen (18) months are expected to be in the total amount of approximately \$575,000.00 each and the contract for twelve (12) months is expected to be in the amount of approximately \$400,000.00. Proposals should target these amounts or less depending on the services being proposed to be provided. In the event a proposal is for an amount greater than those indicated above it will still be considered however only provided in exceptional circumstances.

INITIATIVE OBJECTIVE

1. To provide comprehensive, client-centered, culturally-safe, community-based mental wellness services to Manitoba's First Nations, including direct clinical services, cultural supports and care coordination enabling Communities to be more proactive in addressing the needs of vulnerable members.

CRITERIA

1. Each Team will:
 - a. Serve between four (4) and ten (10) Communities;
 - b. Provide direct Indigenous cultural services, clinical services, care coordination, monitoring and pre-crisis reporting dedicated to the mental wellbeing of the Communities served;
 - c. Engage as part of the regional network of supports currently in place including any provincial health authority treatment centres, mental health crisis intervention teams and/or all other mental health supports and/or services; and
 - d. Improve access to mental wellness services and supports, link with existing services, bring together community, cultural and clinical approaches to care and services, be responsive to Communities and build capacity, tailored to specific community and regional contexts.

GUIDELINES AND PRINCIPLES

1. Teams will:
 - a. Be community-driven and capable of providing culturally competent care, being responsive to Communities and building capacity tailored to specific community and regional contexts;
 - b. Be responsible for hiring and training team members utilizing a combination of Indigenous Knowledge Keepers (eg. traditional teachers, cultural counsellors, Elders), professionals (eg. psychologists, social workers, nurses, psychiatrists) as well as para-professionals (eg. coordinators, outreach and after-care counsellors, recreation therapists, youth counsellors, justice workers, youth outreach/support workers, wellness facilitators, program evaluators, health and addictions educators) depending on the location and availability as well as the need for these particular skill sets within regional health systems existing in a particular First Nations community;
 - c. Develop all protocols and processes around intake procedures, assessments, treatment planning, after-care services, sharing of records, referral processes, follow-up and reporting; and
 - d. Provide service and supports to Communities including ongoing training, de-briefing and the engagement of partners.

DELIVERABLES/EXPECTED OUTCOMES

1. To increase access of Manitoba First Nations to comprehensive client-centered, culturally-safe community-based wellness services including direct clinical services, outreach assessment, treatment, counselling, case management and referral;
2. To provide more responsive and proactive mental services to individuals including those in crisis; and
3. To enhance mental health services in collaboration with Communities, Tribal Councils and all existing regionally-based services.

ASSESSMENT PROCESS AND CRITERIA

In order to ensure a fair and transparent selection process the Selection Committee will include representation from Manitoba First Nations and Conflict of Interest Guidelines will be enforced for all Selection Committee members.

1. Proposals will be assessed on the following criteria:
 - a. Is there a letter of support from the Council and/or Tribal Councils of the First Nation for which the proponent is seeking to provide services?
 - b. Does the proposal include providing services to a minimum of four (4) Manitoba First Nations and no more than ten (10) Manitoba First Nations?
 - c. Does the proposal include either directly providing or coordinating from local community resources culturally and traditionally appropriate services for clients within the Communities proposed to be served?
 - d. Does the proposal include direct clinical services to clients in the Communities proposed to be served including but not limited to services provided by professionals and para-professionals?
 - e. Does the proposal address the Mental Health Wellness Initiative objective and criteria set out in this RFP?

Supplementary information which will be considered by the Selection Committee includes the following:

1. ***First Nation Leadership Support.*** A letter of support or Band Council resolution from the Council and/or Tribal Councils of the First Nation for which the proponent is seeking to provide services must be attached to the Proposal. Proponents can provide a Band Council resolution from each community indicating full support for the Wellness Team or a letter of support from Chief of each community to be served. Independent First Nations or a First Nation organization not affiliated with a Tribal Council submitting proposals involving Tribal Councils member communities require a written resolution of the Tribal Council Board of Directors to confirm the support of the proposal.
2. ***Number of First Nation Communities Requirement.*** A Wellness Team must serve a minimum of four (4) and no more than thirteen (13) Manitoba First Nations. A First Nation can submit a proposal as long as it meets the criteria outlined in the RFP. A First Nation organization that is in third party management or co-management will not be disqualified solely because of this status. Flexibility will be allowed in order to assist a First Nation to build financial capacity where a proposal is otherwise acceptable.
3. ***Demonstrated Need.*** Enclosed for your reference are statistics MKO has compiled by region evidencing various indicators of need. These will be referred to in assessing proposals.
4. ***Indigenous Cultural Services.*** Indigenous cultural services can include indigenous ceremonies, spirituality and land-based activities. Practices and Practitioners networking, ceremonies would be ones where community members feel comfortable such as feasts, sharing circles, going to the elders to sit down and talk, pipe ceremony, sweat lodge, and/or culture camps to acquire Indigenous traditional teachings. The community's local practices are significant inasmuch as the Wellness Team would not impose "other ways" and respect the community's ways of doing things.
5. ***Clinical Services.*** Clinical services can focus on systematic procedures to client assessments, individualized treatment plans, suicide prevention, educational awareness, capacity development and training, support services, case management, referrals, specialized services for coexisting mental health and substance use, therapeutic methods such as individual counseling, self-care, self-help groups and aftercare services.

6. **Community Based Services and Activities in the First Nation Communities.** Specify the Indigenous cultural services and clinical services the Wellness Team will provide in the First Nation communities. Family and community events can be part of the proposal. It also important to specify the communication and reporting relationship to the communities served. Recreation therapy is recognized as a therapeutic which are activities that are fun, active and rejuvenates a person. Something that is good for a person has healing qualities, restores an individual to what he or she was before or what the individual wants to be.
7. **Regional Coordination.** One of the main goals of the Mental Health Wellness Initiative is addressing gaps in centralization and coordination of supports for mental health services in Manitoba First Nations. MKO aspires to work in partnership with Independent First Nations and Tribal Councils to assist in an effective coordinated fashion to address the needs in crisis response and mental health wellness. Clearly defining the roles and responsibilities of the MKO Mobile Crisis Response Team and Mental Health Wellness Teams, as well as those of community-based crisis response teams, is essential.
8. **Evaluation Procedures.** Mechanisms available to clients to evaluate the services of the Wellness Teams, as well as self-evaluation, external assessment and outcomes analysis, are an essential part of the funding reporting requirements.

ATTACHMENTS

- A. Proposal Form
- B. Mental Health Wellness Coordination Initiative Final Engagement Report. The Statistical Information is in Part 3 of the Report.

