

**Call for Expression of Interest  
For**

**BRIDGE PROGRAM FOR CHILDREN AND YOUTH  
WITH DISABILITIES  
2-YEAR PILOT PROJECT**

Issued: **March 3, 2022**  
Submission Deadline: **March 16, 2022 at 11:59 PM CST**

## BACKGROUND

The Department of Families is seeking an organization to develop and implement the Bridge Program for Children and Youth with Disabilities pilot project. The pilot is part of the department's efforts to develop a continuum of respite supports. In particular, this pilot seeks to address a gap in service that currently exists by supporting families eligible for Children's disABILITY Services (CDS), who are no longer able to provide fulltime care, but do not want to place their children in Child and Family Services (CFS) care.

This pilot aligns with one of the recommendations for improving access to services for children with disabilities and their families from the Manitoba Advocate for Child and Youth (MACY) report titled, ["Bridging the Gaps: Achieving Substantive Equality for Children with Disabilities in Manitoba"](#).

Government recognizes the importance of the services provided by partner agencies and values the critical role they play in supporting children's development. Therefore, the department is seeking an agency to develop and implement a comprehensive, long-term, out-of-home respite and family support initiative. An organization with experience in the disability services sector will be selected upon successful compliance of the criteria listed below.

These services include Agency Supported Home Share and Staff-Shifted Residential Care, and may be delivered by multiple providers or a single service provider, depending on the capacity to assume all or part of the service continuum within the organization.

Specifically, the service needs include:

- Demonstrated ability to offer services in Home Share and Shift-Staffed homes
- Demonstrated capacity to support children with a variety of complex needs including those with behavioral needs and children with neurological disabilities
- Experience operating staff-shifted residential care facilities, including providing supports to children with complex care needs and/or challenging behaviors
- Demonstrated ability to provide trauma informed, culturally competent services to better address the needs of children and their families
- Ability to offer enhanced program support services, such as counselling, parent coaching, service coordination and system navigation, etc.

## Part 1 – INVITATION AND SUBMISSION INSTRUCTIONS

### 1.1. Invitation to Proponents

The Call for Expression of Interest (EOI) is an invitation to prospective proponents to submit proposals for a pilot project to develop a long-term out-of-home respite service and comprehensive family supports.

### 1.2. Call for EOI Contact

For the purposes of this procurement process, the “EOI Contact” will be:

Temmy Sofola  
 Senior Program and Policy Analyst  
 Children's disABILITY Services  
 Department of Families  
 Email: [temmy.sofola@gov.mb.ca](mailto:temmy.sofola@gov.mb.ca)

Proponents and their representatives are not permitted to contact any employees, officers, agents, elected or appointed officials or other representatives of the Department of Families other than the EOI Contact, concerning matters regarding this EOI. Failure to adhere to this rule may result in the disqualification of the proponent and the rejection of the proponent’s proposal.

### 1.3. Expression of Interest Timetable

The table below lists the significant events associated with the Expression of Interest process.

**Table 1:** Expression of Interest Timetable

Activity	Date
Expression of Interest Issue Date	March 3, 2022
Deadline for Proponent Questions	March 9, 2022
Response to inquires Due	March 14, 2022
Submission Deadline	March 16, 2022 at 11:59 PM CST
Families Response to EOI Submission	March 18, 2022
Funding Commitment Letter	March 29, 2022

### 1.4. Proposals to be submitted in Prescribed Format

Proponents should submit an electronic version of their proposals to [temmy.sofola@gov.mb.ca](mailto:temmy.sofola@gov.mb.ca). The deadline for submissions is March 16, 2022 at 11:59 PM (CST). Submissions received after the deadline will not be assessed. Proposals should be prominently marked with the EOI title (see EOI cover), with the full legal name and contact information of the proponent.

The proposal must consist of two (2) separate sections clearly labeled as:

- i. **Section 1 – ORGANIZATIONAL PROFILE (see Appendix A)**
- ii. **Section 2 – PROJECT OUTLINE (see Appendix A)**

### **1.5. Amendment of Proposals**

Proponents may amend their proposals prior to the Submission Deadline. To amend a proposal, the proponent must withdraw the previously submitted proposal in accordance with section 1.6 and submit the amended proposal in accordance with the instructions set out above. The amended proposal must be submitted in its entirety on or before the Submission Deadline.

### **1.6. Withdrawal of Proposals**

At any time throughout the EOI process until the execution of a written agreement for provision of the Deliverables, a proponent may withdraw a submitted proposal. To withdraw a proposal, a notice of withdrawal must be sent by email to the EOI Contact and must be signed by an authorized representative of the proponent.

[End of Part 1]

## PART 2 – EVALUATION, NEGOTIATION AND AWARD

### 2.1. Stages of Evaluation and Negotiation

An evaluation team established by the Department of Families will conduct the evaluation of proposals and negotiations.

### 2.2. Mandatory Submission Requirements

The first stage will consist of a review to determine which proposals comply with all of the mandatory submission sections. If a proposal fails to satisfy all of the mandatory submission sections, the proposal will be rejected. The mandatory submission sections are the following:

- i. **Section 1 – ORGANIZATIONAL PROFILE (see Appendix A)**
- ii. **Section 2 – PROJECT OUTLINE (see Appendix A)**

### 2.3. Evaluation of Rated Criteria

Each qualified proposal will be evaluated on the basis of the non-price rated criteria as presented below:

**Table 2: Evaluation of Rated Criteria**

Evaluation Criteria	Points
Approach and Methodology including plans on how existing service capacity will be increased and acquisition or development of residential care facilities	30
Experience and demonstrated ability of effectively developing a plan to strengthen the family’s ability to parent long term	30
Financial viability and sustainability (“in good financial standing”)	20
Demonstration of operational implementation	10
Organization profile	10
<b>Total</b>	<b>100</b>

Table 2 shows the categories, weightings and descriptions of the rated criteria of the EOI.

Agency shall demonstrate operational execution of the following:

- Knowledge and implementation of Family-Centered and Person-Centered practice
- Ability to meet Manitoba Regulations within the Social Services Administration Act in compliance with Residential Care Licensing
- Fostering positive relationships with program participants, support networks, community partners, and the GOM
- Knowledge and implementation of service definitions, funding guidelines and required proposals for submission to the GOM

#### **2.4. Ranking and Contract Negotiations**

After completion of the evaluation stages provided for above, the proponents will be ranked based on their total scores.

#### **2.5. Time Period for Negotiations**

Negotiation and finalization of the agreement(s) with the top-ranked proponent(s) is intended to be concluded during the Contract Negotiation Period, commencing from the date the Department of Families invites the top-ranked proponent(s) to enter negotiations.

#### **2.6. Failure to Enter into Agreement**

If the parties cannot conclude negotiations and finalize the agreement for the Deliverables within the Contract Negotiation Period, negotiations with a top-ranked proponent may be discontinued and the next-best-ranked proponent may be invited to enter into negotiations. This process will continue until an agreement is finalized, until there are no more proponents remaining that are eligible for negotiations or until the Department of Families elects to cancel the EOI process.

#### **2.7. Notification of Negotiation Status**

Other proponents that may become eligible for contract negotiations may be notified at the commencement of the negotiation process with the top-ranked proponent(s).

[End of Part 2]

## **PART 3 – PRICING**

The maximum expected total budget for the project is \$8,000,000 CDN over a 2-year period, \$4,000,000 per year.

Funding will be negotiated with the successful organization(s), based on the proposed service plan. Services for each child and family is determined on a case-by-case basis, according to the Department of Families' assessment of needs and corresponding service levels.

[End of Part 3]

## **PART 4 - PROJECT PARAMETERS**

### **4.1. Description of Pilot Project**

Details of the longer-term service models will be developed together with the disability services agency selected to implement the pilot, but will be targeted to families that require out-of-home supports longer than one week per stay, up to, but not including, permanent placement. A variety of models may be explored, such as:

- Shared care, where a child lives part-time at home with their families and part-time with a foster family;
- Longer-term group home settings with two or more children who live with long-term trained staff to support their development and needs.

The comprehensive family supports could include a combination of theory and hands on coaching in live scenarios. Principles and approaches should be articulated and may include:

- A holistic and family-centred approach to services that will meet the child and family's needs at the earliest opportunity and assist the child, siblings, parents and extended family in building confidence to successfully care for the child in the home and reaching their full potential within the home and community.
- Services that support the child's right to lifelong connections to their family, community and culture and acknowledge the best way for children to achieve positive lifelong outcomes for children to be raised within their family, community and culture.
- 24/7 access to the right services at the right time for the right duration and intensity to reduce risk of out-of-home placement.
- The agency may provide the following services directly or contract with another provider:
  - Mental health supports grounded in an understanding of disability issues, in order to promote healing from trauma, to help families to develop a new understanding of the experience of caring for their child and strengthen their coping strategies.
  - Trained in-home support that can provide training on behaviour management and de-escalation to help families develop more skills and confidence in caring for their child.
  - Mental health and behaviour management support services may be provided directly by the organization or contracted out to partner agencies.

Together, out-of-home residential support and in home family support services enhance the continuum of services outside of the child welfare system through offering families to help maintain stability in the home and ensure families are prepared for the return of their child (e.g. have better skills to manage when challenging behaviours present again).

The intended outcomes of this proposal include:

- A co-parenting model with either shared care or group home setting, resulting in families' increased ability to safely parent
- Improved individual and family mental wellness (e.g. improved ability to cope with parental stress, improved parental capacity and family stability)
- Reduced number of children with disabilities entering CFS care
- Reduced number of families requiring CFS protection services
- Reduced demand for behavioural crisis stabilization and other Children's disABILITY Services (CDS) program supports

[End of Part 4]

**All expressions of interest must be submitted to the Department of Families no later than March 16, 2022 at 11:59 PM (CST).**

**Following the review of expressions of interest, department representatives may be in contact to request further information and negotiate terms.**

**Manitoba may consult staff of a department, branch or division of the Government of Manitoba, a Manitoba Crown corporation or agency, or an academic institution, or other entity providing education, health or social services funded by Manitoba that have had dealings with the proponent or the proponent's subcontractors.**

**Manitoba may use existing data and past performance in evaluating organizational knowledge, experience and expertise to address project objectives.**

**For expression of interest inquiries or questions, contact [temmy.sofola@gov.mb.ca](mailto:temmy.sofola@gov.mb.ca).**

## **APPENDIX A - EXPRESSION OF INTEREST TEMPLATE**

### **Eligibility Criteria:**

The successful proponent must meet the following criteria and preferences:

- Must have demonstrated success in delivering supports to children and/or youth, with experience in providing services for individuals with a developmental or intellectual disability.
- Must possess demonstrated knowledge in the delivery of inclusive and appropriate programming to children and/or youth with a disability.
- Must have existing positive relationships with other disability stakeholders in Manitoba.
- Must be able to deliver programs throughout Manitoba.
- Must be able to deliver programming using a variety of methods (e.g. online, in-person workshops, resource materials).
- Must demonstrate capacity to evaluate project outcomes.
- Must be able to achieve project objectives over a two year period.
- Must have a history of strong financial management.
- Must have an established governing board.

The Expression of Interest template for the Bridge Program for Children and Youth with Disabilities Pilot Project consists of three sections: 1) organizational profile, 2) project outline.

### **I. ORGANIZATIONAL PROFILE**

Provide the organization contact information and the role(s) your organization currently holds (i.e. organizational mandate, purpose, vision, description of services and activities, target audience, outcomes, years of experience, and number of clients currently supported, and current tracking/evaluation practices).

#### **Answer the following questions**

<b>Name of organization</b>	
<b>Region services are offered</b>	
<b>Year organization was established</b>	

<b>Organization Executive Director Name</b>	
<b>Telephone number</b>	
<b>E-mail address</b>	
<b>Website</b>	
<b>Organization mailing address</b>	

1. Organizational mandate, purpose and vision.
2. Description of current services being delivered by the organization (including in-person and virtual programming, services and activities).
3. Description of experience in the child disability sector and relevance to this project.
4. Experience tracking, monitoring and evaluating program outcomes (i.e. how do you measure impact of your program(s)/activities).
5. Experience administering/managing financial assets? Include a description of current financial and accounting capacity within your organization.
6. How is your organization currently funded?
7. Timeframe in which the agency can begin implementation of services specific to the Bridge Program for Children and Youth? (e.g. one month, three months, six months)

## **II. PROJECT OUTLINE**

Provide your proposed program objectives and overview of planned activities, which may include some of the following: duration of program, training to be delivered, methods of delivery, mentorship supports, organizational capacity, staffing, partnerships, and other.

### **1. Approach and Methodology**

- a. Strategy or plan to develop a holistic and family-centred approach to services that will meet the child and family's needs at the earliest opportunity and assist the child, siblings, parents and extended family in building confidence to successfully care for the child in the home and reaching their full potential within the home and community

- b. Experience or strategy/plan to increase current service capacity to meet the needs of the Bridge Program for Children and Youth

**2. Experience & Demonstrated Ability of Providing Community-Based Support**

- a. Demonstrated capacity to support children with intellectual disabilities in residential settings, who range from having low to high care needs and may be behaviourally and/or medically complex
  - b. Demonstrated ability and experience supporting families to strengthen their ability to parent longer
  - c. Proven ability to provide quality supports and services based on individuals needs and/or access resources as required (i.e. clinical services, including but not limited to psychology, counselling, occupational therapy)
3. Describe the framework for tracking, monitoring and evaluating outcomes that will be used for this project.
4. List partners (i.e. service providers, community advocates, not-for-profit organizations, etc.) that will support project activities. Identify if new or existing partnership and describe their role.
5. Describe how existing community resources will be leveraged to support this project.

This expression of interest must be signed by an individual authorized to sign on behalf of the organization.

\_\_\_\_\_

Name \_\_\_\_\_

Date \_\_\_\_\_

**All expressions of interest must be submitted to the Department of Families no later than March 16, 2022 at 11:59:00 PM (CST).**

**For expression of interest inquiries or questions contact Temmy Sofola by email at [temmy.sofola@gov.mb.ca](mailto:temmy.sofola@gov.mb.ca).**