

## **RFP: Evaluation – LGBT YouthLine’s YouthOrganize Program**

### **About our organization and project:**

LGBT YouthLine is a 2SLGBTQ+ youth-led organization that affirms and supports the experiences of youth (29 and under) across Ontario. We do this by:

- Providing anonymous peer support and referrals;
- Training youth to provide support to other youth; and
- Providing resources so youth can make informed decisions.

YouthOrganize (YO) brings together 2SLGBTQ+ youth within Peel, Halton, and surrounding regions to host 2SLGBTQ+ programming, strengthen leadership skills, and build community. Led by a Youth Advisory Committee (YAC), and LGBT YouthLine staff, YouthOrganize hosts an arts-based workshop series and drop-in/event spaces that are open to all 2SLGBTQ+ youth throughout the Peel and Halton regions. One of the outcomes we are working towards is the development of an anthology comprised of a collection of creative pieces (e.g., art, poetry, photographs, short stories) from 2SLGBTQ+ youth.

### **The challenge we’re addressing:**

We want to explore new/additional ways to support meaningful 2SLGBTQ+ youth engagement in Peel and Halton. We anticipate learning about opportunities to address ongoing challenges, and the impacts youth leadership can have in shifting the "culture" within regions that have been difficult for youth leaders. We want to further these questions to assess the landscape of grassroots youth work and identify youth needs:

- What do youth need to feel empowered to lead and make changes for their communities?
- How can decision-makers and adults over 29 foster more leadership opportunities for youth?
- What additional measures are needed to support youth facing multiple marginalizations (eg: Indigenous or racialized youth, trans youth, youth with disabilities)?]
- What methods and supports facilitate youth to be engaged in solutions with longer-term impacts (eg: advocacy, capacity building)?
- What are the unique challenges to this work in suburban regions like Halton-Peel?

### **What we’ve already done:**

A Youth Needs Assessment was completed in 2019, which consisted of a questionnaire and focus groups with youth about accessing services and spaces across Ontario. The Needs Assessment and consequent Do Better Recommendations Report addressed the following questions:

- As a young 2SLGBTQ+ person, do you feel a sense of community (and/or connected) with other 2SLGBTQ+ folks in your area?
- How do you support your mental health?
- What factors do you look for when accessing services and resources in your area?
- What do you like about being in queer/trans specific spaces?
- If you had the opportunity to say anything to the people who are making decisions about your lived reality (ie: politicians, leaders, etc.), what would you say?
- If you could make any changes in your community, what would they be?
- What factors are most important to you in 2SLGBTQ+ dedicated spaces? (ie. No police, BIPOC led, etc)

You may find the full digital report copies and recommendations here:

<https://yldobetter.squarespace.com/>

### **What we need from you:**

The YouthOrganize program focuses on providing arts-based opportunities for 2SLGBTQ+ youth in the Peel and Halton region. We would like to explore the social and political context of Ontario with a focus on the needs of suburban and semi-rural youth in Peel and Halton, when it comes to engagement and advocacy for their communities. We also want to look at the larger context of youth work in Ontario and take a scan of the best practices and models at youth-focused and youth-led organizations that successfully cultivate youth leadership, advocacy and engagement. The evaluation should conclude with recommendations that are implementable and which staff can develop SMART goals from.

### **Stakeholders:**

**2SLGBTQ+ youth in Peel and Halton are the primary stakeholders in this Evaluation.**

**You may also work alongside the** YouthOrganize Youth Advisory Committee, comprised of youth from the Peel and Halton regions. LGBT YouthLine has multiple remote volunteer programs, including the Peer Support Helpline program, which has a wider pool of volunteers from across Ontario.

### **Format of evaluation:**

Evaluation activities may include surveys, focus groups and/or interviews with youth in Peel and Halton. As mentioned above, a 2SLGBTQ+ Youth Needs Assessment was completed in 2019, and we would like this evaluation to prioritize an environmental scan of youth work across Ontario, incorporating data on success cases of youth engagement to answer some of the questions identified. You may also wish to review our current volunteer-related policies and practices when developing your recommendations.

### **Budget:**

Total project costs may not exceed \$8000 +HST.

Additional funds may be available for:

- Honorariums or gift cards for evaluation participants

### **Objectives of Review:**

*Understand the current cross-sector youth engagement context;*

- Complete a brief scan of comparable youth programs, youth leadership and advocacy opportunities (particularly remote work and/or youth-led peer work);

*Evaluate youth needs in the landscape of grassroots work:*

- Develop and implement an evaluation incorporating the stakeholder perspectives;
- Engage a variety of approaches to reach 2SLGBTQ+ youth in the Peel-Halton region that ensure an appropriate range of experiences are captured;
- Identify the unique barriers youth in suburban regions like Peel and Halton face in being involved in grassroots work or engaging in 2SLGBTQ+ youth opportunities.

*Develop a report for a youth-led youth work audience*

- Identifying examples of organizations, collectives or groups which effectively engage youth and the opportunities and incentives that are used (i.e. employing the Success Case Method);
- Identifying needs of most- and multiply marginalized youth in the 2SLGBTQ+ community;
- Proposed actions should incorporate a SMART lens (Specific, Measurable, Achievable, Relevant, Time-Bound)

### **Skills and Experience**

#### **Required:**

- Experience evaluating youth community programs, with a specific focus on 2SLGBTQ+ communities
- Experience working with remote or provincial teams, or teams transitioning to remote working
- Knowledge and experience with youth-led evaluation processes and youth engagement
- Knowledge of the diverse issues facing lesbian, gay, bisexual, transsexual, transgender, Two-Spirit, queer, asexual, and questioning youth across Ontario

- Strong understanding and application of anti-oppression and anti-racism through lived theoretical and practical methods

**Additional skills:**

- Experience or understanding of the Halton/Peel region a strong asset
- Direct experience with youth-led work and/or youth volunteer work, particularly with 2SLGBTQ+ communities, a strong asset

**Timelines:**

Proposal submission deadline: December 13<sup>th</sup>, 2023 at 11:59 pm

Interviews: December 18<sup>th</sup>-20<sup>th</sup>, 2023

Timeline of deliverables: January 29<sup>th</sup> 2024 - March 31<sup>st</sup> , 2024

This work will begin February 2024 and must be completed by the end of March 2024.

**How to apply:**

Please submit a proposal to our Manager, Outreach and Training by emailing [jobs@youthline.ca](mailto:jobs@youthline.ca) by December 13th, 2023

**Proposal Instructions**

Each Consultant shall submit a Proposal that includes the following, at minimum, in a clear and comprehensive manner:

- Description of the Consultant's specific and relevant experience related to the scope of this project;
- Description of the Consultant's understanding of the project requirements and organization including the communities we support, Objectives of Review, and approach to complete the project, engagement plans, and how it will achieve the timetable.
- A time-phased project work plan with timelines, key activities, and deliverables.
- Identify and set out the qualifications and division of labour (if applying as a team), or of any individuals that the Consultant intends to subcontract, or otherwise utilize to perform work on this project.
- An itemized project budget, including taxes and any other expenses anticipated.

- Contact information

Please submit your proposal in one of the following formats:

- PDF (between 4-8 pages)
- Video (no longer than 10 minutes)

Please include the following in your proposal:

- background (including values and how they align with YouthLine's) and qualifications,
- strategic planning methodology,
- examples of past work, and
- 2 references.

At LGBT YouthLine we want to ensure every applicant for this contract is treated fairly and with respect regarding race, national or ethnic origin, religion, age, gender, sexual orientation, or disability. If you require any supports in this application process, including with submissions, please contact [sierras@youthline.ca](mailto:sierras@youthline.ca)

### Evaluation Criteria

The evaluation of Proposals will be carried out by the YouthOrganize Team staff and Management. Proposals will be evaluated on, but not limited to, the following criteria:

- Experience and qualifications relevant to the Proposal requirements, including experience working with the communities we serve and our values;
- Project approach, including quality of Proposal, primarily focusing on providing a clear project plan and approach that meets the needs of the Evaluation;
- Ability to stay within project budget and meet project completion target date.

As a 2SLGBTQ+ youth-led organization, LGBT YouthLine will also prioritize Consultants that identify as part of the 2SLGBTQ+ community.

### RFP Submission Details and Questions

We have included a question period where Consultants can email us with any questions they have about this RFP and the application process. Please submit questions to [jobs@youthline.ca](mailto:jobs@youthline.ca) by December 7th 2023 at 11:59 pm EST. We will attempt to respond to questions on a rolling basis within three business days and latest by December 9th 2023.

Submit your proposal to [jobs@youthline.ca](mailto:jobs@youthline.ca) by Wednesday, December 13<sup>th</sup> 2023 at 11:59 pm EST with the subject line: Proposal for HelpLine Evaluation.

**Confidentiality:**

All information provided in the proposals will be treated as confidential and used solely for the purpose of evaluation and selection.