

Request for Proposal

Research and Curriculum Writing for the Development of the Moccasin Identifier™ National Education Plan



“Achieving the National Vision”

Moccasin Identifier

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Closing December 16 at 4:00 p.m.

Contact Information

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Introduction

Moccasin Identifier is a First Nation-led initiative dedicated to fostering a deeper understanding of Canada's rich Treaty history into the fabric of our nation. Through the symbol of First Nation moccasins, we aim to connect all Canadians—rooted and newly planted—to the land beneath our feet and the Treaties that bind us.

Our vision is to *Cover Canada in Moccasins*, each pair a testament to our shared responsibilities and the steps we must take toward reconciliation.

At the heart of the Moccasin Identifier™ is Education and Place Knowing, designed to engage Canadians of all ages. The Moccasin Identifier™ mission is to educate everyone from preschoolers to professionals on Treaties through educational workshops and through Place-knowing installations, to promote public awareness about First Nation and Inuit culture to develop a network of knowledge for the benefit of Truth and Reconciliation.

Our Objectives include,

- To promote awareness by developing and showcasing accessible community based Moccasin Identifier installations, signage, Treaty markers, and Treaty Places that inform the public about First Nations treaties, history, and culture.
- To foster education by creating and delivering lesson plans and instructional videos aimed at enhancing knowledge of First Nations communities and governance through Treaty relations.
- To elevate awareness through programs, presentations, events, and workshops that provide insight into First Nations issues, history, and culture.
- To support Truth and Reconciliation by producing and distributing educational materials and curricula that foster deeper understanding of First Nations peoples.
- To advance educational distribution through structured learning activities such as conferences, train the trainer programming, and workshops.
- To enhance learning by providing books, educational tools, stencils, and equipment that advance education on First Nations issues, history, and culture.

Visit our website at MoccasinIdentifier.com to learn more about us.

Background

Through the support of the Department of Canadian Heritage, the Moccasin Identifier is seeking a qualified consultant(s) to support the ‘Achieving the National Vision’ project: the Creation of a National Educational Plan for pre-school, elementary and secondary levels that:

- a) Maintains general alignment with provincial curriculum expectations e.g. learning objectives/outcomes
- b) Supports or works alongside other First Nations’ Treaty, Archaeological, Historical research or initiatives
- c) Age appropriate for ages 3 to 18 years old, or pre-school to secondary school.
- d) Culturally sensitive and relevant to local First Nations’ history, culture, and Treaties.
- e) Flexible for adaptation e.g. home school, workshops, seminars, etc.

This curriculum will be crafted to align with key learning objectives found in provincial curricula while providing flexibility to ensure its longevity and relevance in an evolving educational landscape. It is intended to support educators, parents, and facilitators in diverse learning environments—including traditional classrooms, homeschool settings, workshops, and seminars—through a culturally sensitive and age-appropriate approach tailored to students aged 3 to 18 years.

Our goal for this curriculum is not only to meet educational standards but also to integrate and enhance First Nation and Inuit knowledge, Treaty education, and historical and archaeological insights across Canada. In doing so, we hope to foster a strong foundation of understanding and respect among Canada’s youth for the First Nation and Inuit cultures and histories. To achieve this vision, we seek a qualified consultant(s) to collaborate in designing a curriculum that serves as a powerful educational tool and a lasting resource for communities, schools, and individuals across the nation.

Scope of Work

The Moccasin Identifier™ is seeking an experienced consultant to develop a National Education Plan that aligns with its mission to educate and promote First Nation and Inuit history, Treaty relationships, and First Nations' culture across Canada. This project will involve an environment scan, curriculum design, peer review, and the development of comprehensive training materials to support educators across multiple educational levels.

All deliverables are to be culturally sensitive, age-appropriate, and adaptable for various educational environments. The consultant should ensure that content aligns with the Moccasin Identifier's™ mission and adheres to educational best practices and standards. Regular check-ins with the Moccasin Identifier™ project team will be required throughout each phase to ensure alignment and address any emerging needs or adjustments in the project scope.

Below is a detailed scope of work, outlining each phase, deliverables, and timelines for the consultant's engagement.

1) Needs Assessment

Objective: Conduct an environment scan of existing Treaty educational programs and resources across Canada, with a focus on identifying gaps and opportunities specific to the Moccasin Identifier™

Deliverables:

- A. Complete a comprehensive review of national Treaty educational programs, resources, and initiatives available in Canada.
- B. Identify key gaps in the current Treaty education landscape and opportunities where the Moccasin Identifier™ can complement or enhance existing resources.
- C. Provide a report summarizing findings, including specific programs, content gaps, opportunities, and recommendations for integration within the National Education Plan.

Timeline: January to March 2025

2) Examine and Advise

Objective: Present findings from the environment scan to Moccasin Identifier's team and provide recommendations on the approach to creating the Moccasin Identifier™ National Education Plan.

Deliverables:

- A. Present findings from the environment scan.
- B. Deliver a formal presentation to Moccasin Identifier's team, outlining key insights, opportunities, and recommended directions for the curriculum.
- C. Submit a written report with recommendations for curriculum structure, integration with existing Moccasin Identifier™ content, and alignment with national educational standards.
- D. Address questions and feedback from stakeholders and adjust recommendations as needed.

Timeline: March to April 2025

3) **Development of National Education Plan Content**

Objective: Design and develop lesson plans, including multimedia resources, for elementary and secondary students. The content should align with current Moccasin Identifier™ materials and Ontario content standards while addressing national relevance.

Deliverables:

- A. Create structured lesson plans and modules tailored to pre-school, elementary and secondary levels, with a focus on Treaty education, First Nation and Inuit history, and cultural knowledge.
- B. Develop corresponding assignments, assessments to enhance engagement and understanding.
- C. Recommend any supporting multimedia materials (e.g., videos, interactive content) to enhance engagement and understanding.
- D. Ensure content is age-appropriate, culturally sensitive, and suitable for diverse learning environments, including traditional classrooms, workshops, and home-based learning.

Timeline: May to October 2025

4) **Peer Review**

Objective: Facilitate a review process with First Nation and Inuit and educational advisors, selected by the Moccasin Identifier team, to ensure content quality, cultural accuracy, and educational alignment.

Deliverables:

- A. Distribute draft lesson plans and modules to selected advisors for review and feedback.
- B. Compile feedback from advisors, including suggestions for content adjustments, enhancements, and any cultural or educational considerations.
- C. Revise content based on advisor feedback to ensure the curriculum meets the highest standards for accuracy, relevance, and educational value.

Timeline: November 2025 to January 2026

5) **Documentation and Training Material**

Objective: Develop comprehensive teacher guides and training materials to support educators in implementing the Moccasin Identifier™ National Education Plan.

Deliverables:

- A. Create detailed teacher guides that provide instructions on curriculum implementation, learning objectives, and cultural context.
- B. Recommend additional training resources (e.g., video tutorials, quick-reference guides) to facilitate ease of use and understanding for educators.
- C. Ensure all materials are organized and clearly presented to support effective teaching and learning experiences.

Timeline: January to March 2026

Proposal Requirements

A complete proposal must contain:

- Executive Summary, 2-3 pages
- Detailed Work Plan including details of how each task will be approached, anticipated challenges, and how it relates to other tasks.
- Qualifications and Experience including relevant experience in curriculum development, research, and working with Indigenous communities/organizations.
- Detailed Budget and Timeline.
- References. At least two professional references or case studies of similar work.

Timeline

The deadline for questions will be December 15, 2024, as well as the deadline to notify Moccasin Identifier intent to participate.

Proposal submission deadline is December 16, 2024. Our initial screening will assess for completeness and adherence to the submission requirements. All proposals will be scored fairly against evaluation criteria. The evaluation criteria will not be shared.

Shortlisted candidates will be invited for an interview and/or presentation by December 19, 2024.

The selection committee will make a final decision based on the evaluation and interview performance by January 10, 2025.

The expected project start date is January 13, 2025, and a completion date no later than March 31, 2026.

Intent to Participate

The Organization is required to confirm their intent to participate by emailing susan@moccasinidentifier.com by Friday December 16 at 4:00 pm ET. Include the name and contact details to be used in communications with the Organization along with a completed Non-Disclosure Agreement (attached as Appendix A). Late submissions will not be accepted.

Other Requirements

Moccasin Identifier's budget is based on available funding. Proposals should provide a budget with appropriate explanations for each line item. Proposals within a reasonable range of this ceiling will still be fairly considered.

Terms and Conditions

Moccasin Identifier retains full right, title, and interest in all information shared, recreated, or developed under contract by the Consultant, including intellectual property rights and copyrights. Disclosure of confidential information to the Consultant does not transfer any ownership or intellectual property rights. This means that Moccasin Identifier maintains exclusive ownership of all existing and new work products.

- **Confidential Information Protection:** The Consultant must keep all confidential information secure and treat it with the same level of care as their own confidential information, but not less than a commercially reasonable standard.
- **Purpose Limitation:** The Consultant is only allowed to use the confidential information for the specific purpose outlined in the agreement and cannot use it in any manner detrimental to Moccasin Identifier.
- **Restricted Disclosure:** Disclosure of confidential information to third parties is strictly prohibited without written consent from Moccasin Identifier.

Payment Terms

The payment schedule will be established in mutual agreement following the selection of the successful organization or individual. Moccasin Identifier reserves the right to withhold 10% of the total payment until the project is satisfactorily completed. Payments will be structured based on the milestones and deliverables outlined in the accepted proposal.

Submission Instructions

Submit your proposal in Word, MS Power Point, or PDF format by Friday December 16 at 4:00 pm ET.

Appendix A: Non-Disclosure Agreement

A Non-Disclosure Agreement will be posted to our website at <https://moccasinidentifier.com/> (under Education).