



REQUEST FOR PROPOSALS: PROGRAM EVALUATOR

Jake's House for Children with Autism and Big Brothers Big Sisters of Canada is requesting proposals for a program evaluator to conduct a formative evaluation of the pilot project entitled Legends Mentoring Program (LMP).

PROJECT OBJECTIVES

This program is an adaptation of the Big Brothers Big Sisters one-on-one community monitoring model for children and youth. The LMP will match young people between the ages of 6 – 18 with well-screened and trained adults to provide mentoring. Matches would be introduced early in 2018 and matches will meet in the community throughout the life of the project until March 31, 2019 (and beyond). The objectives of the LMP are:

- To increase self-esteem and decrease anxiety of mentees;
- To increase community engagement and sense of inclusion;
- To help develop social skills and improve social experiences; and
- To improve relationship with peers

It has been determined that children and youth who are identified with Autism Spectrum Disorder (ASD) do require increased mentoring support. In addition to the role of a typical mentor, mentors will also be trained to act as an advocate for the children and their families. Given the extra challenges experienced by children on the ASD, training mentors to take on an advocacy role and to work in strong partnership with guardians will improve social experiences for these children. The pilot program will lead to the design, implementation and evaluation of the LMP, including the screening and training of mentors over a 12 – 15 month period.

PROGRAM EVALUATION

The project partners seek to conduct an outcome-based formative program evaluation to measure the success of the pilot LMP, the evaluation plan should be comprised of the following elements:

- Pre and post survey questionnaires to clients and partners.
- Statistical data collection including but not limited to number of children served, length of match, participating community partners, number of volunteer applications, number of applicants approved, number of children referred, number of trainings, number of matches, number of sessions per match (dosage), average length of match, number of premature match closures, reasons for premature match closures, etc.
- Observations by agencies to gather accurate information about how a new/pilot program actually operates, particularly about processes to gather best practices, lessons learned, etc.
- Ongoing monitoring of the realities associated to rolling out a pilot project in several locations at once, where each site involved may deliver the program differently based on the needs of their clientele.



KEY DATES

Phase 1 (December 2017- March 2018)

- Creation of project advisory committee
- Literature review and database development
- Program development
- Design of evaluation plan

Phase 2 (March 2018- March 2019)

- Program implementation
- Evaluation plan implemented
- Ongoing monitoring and assessment

Phase 3 (April 2019)

- Final evaluation report submitted to funder

BACKGROUND

Jakes' House has received funding from the province of Ontario to work with Big Brothers Big Sisters of Canada to develop a pilot mentoring program that will match young people between the ages of 6 – 18 with well-screened and trained adults, who will provide mentoring. Matches will be introduced early in 2018, meeting in the community throughout the life of the project (until March 31, 2019 and beyond). The locations for the pilot project, Ottawa, Lanark County, Thunder Bay, Peel Region and York, have both an interest and a need to provide services to this population while also having an existing relationship with community partners that work with children on the spectrum.

The coordination and delivery of this program will be:

Evidence based

The LMP will ensure quality program delivery by integrating research within the standard operating procedures. Although this is a new program, it will be subject to a research trial to establish its evidence base and will ensure that delivery be data driven through quality assurance means.

Collaborative

LMP is collaborating with professionals in the field, including family-based autism organizations and academia to build a program that is sustainable and that integrates each stakeholder's respective strengths. They will be a part of the Advisory Committee.

Community based

The overarching objective of LMP is to support children and families by establishing meaningful relationships that have impact in their daily lives while also supporting community participation and self-determination. This individualized approach will assist in ensuring that they are connected to their communities in ways that matter.



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SUBMISSION GUIDELINES

All submissions should include the following components: Cover Letter, Contact Information, Information about Consultant and/or Company, Proposed Work Plan, Relevant Project Experience, Three Customer References, and Detailed Quote.

Proposals must be received no later than 5:00 pm on Friday January 5, 2018 and should be sent via email to Stacey.dakin@bigbrothersbigsisters.ca.

If you have any questions please contact:

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