



TORONTO COMMUNITY BENEFITS NETWORK

REQUEST FOR PROPOSALS

“COMMUNITY HOSTS”

for

INCREASING DIVERSITY IN RED SEAL TRADES PROJECT

2019-2023

Proposals Due Date –April 5, 2019

BACKGROUND

Toronto Community Benefits Network (TCBN) is a not-for-profit organization that partners with community, labour and government to ensure that the workforce building public infrastructure projects reflects the diversity of the City of Toronto through Community Benefit Agreements. (CBA)

To date, our network has negotiated Community Benefits Agreements for four infrastructure projects - Eglinton Crosstown, Finch West LRT, Casino Woodbine, and West Park Healthcare Centre. Each of these projects requires that 10% of construction apprenticeship hours be dedicated for equity seeking groups.

Toronto Community Benefits Network is beginning a new initiative, **Increasing Diversity in Red Seal Trades**. This project will prioritize support for women, newcomers and indigenous people to access the trades' jobs that will open up through the four Community Benefits Agreements over the next four and a half years. It will target overall, 70% women participating in the activities of the project.

Over the period of the project we expect 2400 people from the target groups will be engaged in outreach activities to learn about construction trades and career opportunities, with at least 240 of these referred into construction pathways, and of these, 180 supported to prepare for employment in a Red Seal Trade, resulting in 140 employed within the sector and progressing in an apprenticeship.

THE OPPORTUNITY: SCOPE AND SCALE OF SERVICES

As part of this project we are inviting proposals from community organizations and groups within our network to act as *Community Hosts* who will engage and inform *women, indigenous people and newcomers* about these construction jobs and apprenticeship opportunities, and refer those interested to next steps.

Each Community Host will offer four information sessions per year about jobs and careers in construction trades, the employment opportunities available through Community Benefits Agreements and how to access them. As well, they will promote, encourage and support the target groups' participation in trades awareness and engagement activities across the city.

Each Community Host is expected to reach a minimum of 60 individuals per year from the identified target groups with the overall goal of 70% women participating in all of these activities. In addition to reimbursement for costs associated with Community Host role, Hosts will receive a promotion kit, and their staff identified for the project will participate in training, acquiring more in-depth knowledge, resources, tools and strategies to support the target groups to learn about and pursue jobs in construction trades.

Community Hosts will be expected to support the implementation of a method to track and share information regarding progress of individuals who move forward to pursue next steps, and contribute to evaluation processes designed to measure and increase impact of Community Host program.

KEY ACTIVITIES/TIMELINES

Apr-May 2019	Meet with TCBN and other community hosts for full project orientation Complete survey: identify needs or recommendations or CB Champions Training
Jun-Sep 2019	Community Host lead staff participate in CB Champions Training
Oct-Dec 2019	Deliver 1 Trades Awareness and Engagement Sessions with Target Groups
Jan-Dec 2020	Deliver 4 Trades Awareness and Engagement Session with Target Groups
Jan-Dec 2021	Deliver 4 Trades Awareness and Engagement Session with Target Groups
Jan-Dec 2022	Deliver 4 Trades Awareness and Engagement Session with Target Groups
Jan-Mar 2023	Deliver 1 Trades Awareness and Engagement Session with Target Groups

NEXT STEPS

Interested organizations are invited to email a short proposal to Rosemarie Powell, rpowell@communitybenefits.ca, by April 5, 2019.

Successful proponents will be contacted by April 26, 2019

COMMUNITY HOST PROPOSAL REQUIREMENTS

Proposal should be no more than 3 pages to include:

1. Brief description of your organization:
 - Overview
 - Names, role and credentials of key staff who will be responsible for the Community Host initiative, number of full time employees,
 - Number of women, newcomers and indigenous people served by your organization
2. A narrative outlining the organization's strengths and distinguishing skills or capabilities as they relate to community benefits and the program goals
3. Identification of potential roadblocks or challenges you foresee and how you will address them
4. Areas of support TCBN can offer through Community Benefits Champions Training to deepen your knowledge of Community Benefits, Construction Sector, Trades and Apprenticeships, Unions
5. A representative selection of previous work relevant to this project.
6. Additional resources you can contribute to the success of the project (non-financial or otherwise)
7. **Budget of on average, \$4,000 per year**, reflecting eligible project expenses:
 - Staff hours and cost – coordination and facilitation
 - Outreach – travel, flyers, promotion
 - Participation – food, travel, childcare
 - Space
 - Volunteer honorarium

The successful respondents will:

- Be a community or labour group, organization or social enterprise
- Be (or become) a member of the TCBN
- Demonstrate experience and in-house capabilities in community outreach and engagement with the underrepresented groups being targeted
- Have staff assigned to the project with the education, experience, knowledge, skills, and qualifications needed to provide the proposed Community Host services
- Offer competitive cost of services