

CALL FOR PROPOSAL

Evaluation of the SDI – Bridge Together: Connecting Service Providers and Refugees for Seamless Support Project

The Bridge Together: Connecting Service Providers and Refugees for Seamless Support project is an IRCC-funded SDI initiative focused on strengthening the collaboration between service providers and refugee sponsoring groups, with the goal to enhance knowledge-sharing and community coordination for refugees. The project also aims to share key resources and facilitate information-sharing, making it easier for participating groups to connect, collaborate, and share best practices.

For the start-up phase of the project from **May 2025 to March 2026**, CCS is seeking a consultant to lead the design and implementation of the project's evaluation framework. The consultant will be responsible for:

- Developing evaluation frameworks, timelines and tools based on the results of an environmental scan, funder requirements, and that align with the project's goals.
- Fulfilling a funder required Performance Measurement Framework by August 2025.
- Based on the developed evaluation framework, drafting a detailed implementation plan and accompanying monitoring and tracking system.
- Implementing the evaluation plan, including collecting data, processing findings, and monitoring the project's progress against its planned objectives and key metrics for its start-up year.
- Summarizing key findings through a Progress Evaluation Report, outlining any recommendations for improvements and next steps for the project's next phase of implementation.

Proposal Submission Requirements

The Evaluator must demonstrate:

- Experience in designing and conducting community program evaluation, including the design, administration, analysis and reporting processes.
- Experience in evaluating multi-stakeholder programs and capacity building initiatives.
- Familiarity with IRCC strategic directions; experience in evaluating other IRCC projects.
- Knowledge of newcomer and refugee services is an asset.
- Canadian Evaluation Society designation is an asset.

The proposal must include:

- Letter of Introduction including executive summary that demonstrates an understanding of the assignment.
- Work plan and deliverables, along with a description of proposed evaluation goals and metrics, and a description on how the consultant plans to achieve the proposed goals.
- Description of any expected challenges.
- Proposed budget 2025-2026, including a detailed breakdown (all inclusive budget of \$7,200.00).
- Examples of prior work that demonstrate related experiences.

How to Apply

Please submit your proposal by June 20, 2025 to rfp@ccscan.ca with the subject line 'SDI Project – Evaluation'.