

**CALL FOR PROPOSALS – Needs Assessment Project Consultant**  
**Sunshine Coast Community Services**

Respond by April 23, 2017 to [khalward@sccss.ca](mailto:khalward@sccss.ca)

**Project**

**Hidden Homelessness: *Understanding and Responding to Older Women Fleeing Violence***

Sunshine Coast Community Services Society (SCCSS) invites proposals from professional consultants to help conduct a needs assessment regarding women who are older who are at risk of experiencing abuse. The consultant(s) will report to the Program Director and will work with involved Community Services staff and also an advisory as needed.

Abuse of older women has been identified as a key issue requiring further action by the Seniors Planning Table hosted by the Resource Centre, and was also reported on in a 2005 needs assessment conducted by SCCSS, *“Out of the Shadows: Addressing the needs of older abused women on the Sunshine Coast”*. The consultants work will help SCCSS update data to better understand current needs and possible directions for meaningfully supporting older women going forward in our community.

We anticipate this contract will require 50-60 hours and we have allocated up to \$2500 for this work.

**Brief Overview Of SCCSS**

Since 1974, Sunshine Coast Community Services has provided professional, innovative and effective solutions to meet the needs of our coastal community. SCCSS offers residents from Earls Cove to Port Mellon a wide range of programs and services, support, and capacity-building activities to participants across the lifespan and through collaborative work with other stakeholders.

In collaboration with our many partners, SCCSS takes a lead role in addressing gender-based violence in our community and offers a number of programs to women including transition housing, outreach, victim services and counselling programs.

**SCOPE OF WORK**

Using a gender-based lens on violence against older women, the successful consultant will engage in needs assessment activities to include but not be limited to:

- Collaboratively develop and finalize a user-friendly data collection tool or tools that can be used by internal service providers as well as external service providers to collect current information about the needs of older women at risk of abuse. The tool (or tools) will have both quantitative and qualitative data gathering aspects. (by May 5, 2017)
- Develop a plan for implementation of the tool(s) ensuring effective use of the tool(s), collection, storage, compiling and returning of data to the consultant as necessary and launch the use of the tool(s). (by May 5, 2017)

- Become knowledgeable about existing models of service delivery (including transitional housing) in BC and Canada dedicated to older women at risk of abuse, and facilitate a consultation with local stakeholders to identify models, or aspects of models, with greatest suitability, value, fit and potential for success and sustainability on the Sunshine Coast. (by September 30, 2017)
- Retrieve completed and collected data from service providers and provide SCCSS with a written analysis of the findings highlighting both quantitative and qualitative findings. (by October 31, 2017)
- Provide a final report including, but not limited to:
  - Summary of quantitative and qualitative findings, highlights and emerging themes found in data collected
  - Brief summary of models of service delivery showing most promise for applicability on the Sunshine Coast as per stakeholder input
  - Clear and specific recommendations for SCCSS to further an effective community response for older women at risk of violence as per findings and service delivery model stakeholder input. (by October 31, 2017)
- Present the highlights of the final report alongside Community Services staff at a project end “Sharing the findings” event in front of internal and external stakeholders of older women’s safety. (by November 30, 2017)

## EXPERIENCE REQUIRED

- Demonstrated experience developing and implementing data collection tools.
- Demonstrated experience working collaboratively, including with advisories.
- Demonstrated experience in leading community dialogues.
- Understanding and sensitivities to the dynamics of gender based violence and a deep commitment to data collection processes that protect participant dignity, safety and confidentiality.
- Understanding of an age-friendly approach to working with older adults.
- Understanding of social services sector.
- Willingness to work with SCCSS staff and an advisory group to enhance and deepen the outcomes of the project.
- Ability to build service provider capacity to implement use and compilation of data collection tools.

## TIME LINE

We expect the project to be completed over a period of 7 months– April to November 2017 as follows:

<b>Deliverable</b>	<b>Due</b>
Data collection tool(s) developed	May 5, 2017
Develop tool implementation plan, and launch use of tool	May 5, 2017
Become knowledgeable about existing models of service delivery and facilitate consultation with stakeholders	September 30, 2017
Retrieve and analyze completed data	October 31, 2017
Provide a final report	October 31, 2017
Present at “Sharing the Findings” end of project community event	November 30, 2017