

Request for Proposals (RFP)

Designing Social-Justice Learning Activities for Children and Youth



Overview

The United Steelworkers (USW) is a trade union that represents working people in nearly every industry across Canada. Our members work in mines, call centres, manufacturing plants, universities, sawmills, long-term care facilities and more. Members are encouraged to engage in the democratic processes of our union by attending meetings, conferences, educational events and other activities sponsored by the USW.

The USW wishes to increase the engagement of members' families in our Union, helping them to learn more about USW and the struggles of working people across Canada and around the world. One way to do this is to offer children's programming on labour and social justice issues, running parallel with union meetings and other events. Typically, most USW events are in-person gatherings. During the COVID-19 pandemic, however, many events are temporarily taking place online.

The USW, through its Family & Community Education Fund, is seeking proposals from qualified applicants to develop a number of age-appropriate educational activities for children up to 17 years old. The activities developed by the successful applicants should be fun and participatory, address themes such as solidarity, equity and democracy, and be deliverable online or in person. See *Deliverables* for more information.

Proposals must outline the qualifications of each contributor. Applicants must also include a summary of their program development experience related to the themes of the RFP and a sample of past work. See *Proposal Requirements* for more information.

Proposals will not be shared with individuals outside the review committee that USW will create to administer this RFP, and unsuccessful proposals will be destroyed once the award results are announced.

Eligibility Criteria

Applicants must currently work as early childhood educators, be pursuing a degree in teaching and/or early childhood education, and/or be certified to teach in any Canadian province or territory with experience teaching children or youth between the ages of 5 and 17. Applicants who are members of USW must provide their local-union number.

Deliverables

The successful applicant(s) is expected to develop the following:

A number of age-appropriate, fun and participatory educational activities for children 5 to 17 years old which represent diverse ways of knowing and which can be offered in-person and/or online numerous times in different geographic locations over the coming years.

The activities will be presented as Word documents and include clear, simple instructions for delivery/facilitation.

Activities must:

- Be of short duration (15-60 minutes long)
- Be easily delivered and/or facilitated by local union members with no previous teaching or ECE experience
- Be relevant to children and youth anywhere in Canada, in urban *and* rural areas
- Be related to and/or build participants' understanding of one or more of the following themes: solidarity; fairness; social justice; democracy; equity; class consciousness; workplace rights; health & safety; collective bargaining
- Reference the USW and give fill-in-the-blank reference to the local union/community hosting the programming
- Come with a materials/resource list, if relevant
 - Supplementary educational resources must be designed by the applicant and be simple to produce and use
 - Materials required must be inexpensive and easily sourced
- Where in-person, not require the use of computer and/or audio-visual technology
 - Virtual programming should outline the technology, software, and/or applications required of participants
- Clearly specify which age range each activity is suited for:
 - 5-7
 - 8-10
 - 11-14
 - 15-17

Only successful applicant(s) will be requested to create the deliverables outlined above. For proposal requirements of the RFP, refer to Proposal Requirements.

Proposal Requirements

Applicants must include the following in their proposals:

- A brief outline of the qualifications of each contributor to the proposal
- A workplan depicting the proposed timeline of creating the requested child and youth programming and project development milestones
- Rationale for the proposed workplan and how its objectives will contribute to the goals of the RFP
- A budget outlining projected costs (*Note that capital costs will not be funded*)
- Examples of past work

Applications may be written in French or English. Depending on the nature and quality of applications received, multiple grants may be awarded.

United Steel, Paper and Forestry, Rubber, Manufacturing, Energy, Allied Industrial and Service Workers International Union
Syndicat international des travailleurs unis de la métallurgie, du papier et de la foresterie, du caoutchou,
de la fabrication de l'énergie, des services et industries connexes

Terms of Awards

The USW will consider proposals of up to \$15,000. This is a non-renewing contract.

Depending on the nature and quality of applications received, multiple grants may be awarded. Applicants may develop any number of activities for age groups for which they have experience designing for.

Deliverables from the successful applicant(s) will be the property of USW. Deliverables will be shared with local unions, Area Councils, and USW community partners, and posted on our website and social media channels.

The USW anticipates announcing the successful applicant(s) in February 2021.

Critical Timelines for Successful Applicant(s):

May 1, 2021 – final date by which successful applicant(s) must deliver their completed activity designs and materials/resource lists to USW

May 1 – June 1, 2021 – review period during which successful applicant(s) will receive feedback on their designs from USW

July 1, 2021 – final date by which successful applicant(s) must deliver their finalized activity designs and materials/resource lists to USW for use and distribution

Submissions

Proposals in response to this RFP should be submitted no later than January 31, 2021 to FCEF Co-ordinator, USW Canadian National Office, 800-234 Eglinton Avenue East, Toronto, ON M4P 1K7 or FCEF@usw.ca.

If you have questions about how to format your proposal, please feel free to reach out.

For support with proposals in **English**, please contact Gabriele Simmons, Family & Community Education Fund Co-ordinator, at 416-544-5989 (direct), 519-803-0848 (cell), or gsimmons@usw.ca.

For support with proposals in **French**, please contact Alexandra Eshelman, Administrative Assistant to the National Director, at (416) 544-5968 (direct), (416) 570-9984 (cell), or aeshelman@usw.ca.

Questions

Please direct any questions on this RFP to Gabriele Simmons, Family & Community Education Fund Co-ordinator, at 416-544-5989 (direct), 519-803-0848 (cell), or gsimmons@usw.ca.

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