

Request for Proposal: Consultancy Services for The Dream Team

The Dream Team seeks a consultant to work with them in facilitating their transition towards independence from their current sponsor, Houselink and Mainstay Community Housing (HLMS).

I. Summary

The Dream Team is a quasi-independent membership-driven group of HLMS. The membership consists of people with live experience of mental health and addiction issues. They are an advocacy group, whose members use their personal life experiences to advocate for the further development of supportive and affordable housing. The Dream Team operates peer support and peer worker programs among some of its members.

Dream Team Major Contributions to Mental Health and Homelessness:

- The Dream Team was successful in challenging discriminatory bylaws involving group homes in four cities.
- "Zoning out discrimination. Working Towards Housing Equality in Ontario", written by Jessica Simone Roher, appears in the Journal of Law and Social Policy
- Produced reports such as "We are Neighbours" and contributed towards a New Bill of Rights
- Part of the research team regarding the "Safe at Home" Report, which led to the creation of popular "Housing Unit Takeovers" (H.U.Ts) presentations.

Project Objective:

This is a wonderful opportunity to assist and work in collaboration with a quasi-independent membership-driven group in their transformation to establish their autonomy from HLMS. The Consultant will be responsible for assisting The Dream Team in the following areas:

- Developing bylaws,
- Creating operational processes,
- Securing a suitable workspace,
- Ensure that office systems are implemented,
- Applying for the group's non-for-profit status, and
- Establishing their first Board of Directors.

Deadline for inquiries: April 19th, 2024

Responses to inquiries: No later than April 24th 2024

Final Submissions: May 3rd 2024

Project Budget: TBD

Location: The Consultant must be located within the GTA.

II. Ability and Skills Needed:

1. **Strategic service relocation:** Collaborating with The Dream Team to create a comprehensive plan for transition, defining goals, leadership, and milestones.
2. **Bylaws Development:** Assisting in crafting customized bylaws defining the organizational structure, committees, working groups, and governance expectations.
3. **Business Process Establishment:** Identifying and streamlining essential processes for efficient operations.
4. **Recruitment:** Seeking suitable candidates to expand membership and engage potential partners.
5. **Workspace Acquisition:** Assisting in finding a suitable workspace that best aligns with the budget, mission, and vision of The Dream Team.
6. **Board of Directors Formation:** Guiding the establishment of roles, responsibilities, and recruitment strategies.
7. **Human Services:** Must have an expansive and strong knowledge of the service sector in Downtown Toronto.

III. Timeline

Initial contract duration: 4 months. The possibility of an extension will be based on the project's progress and mutual agreement.

IV. Deliverables

- Detailed strategic plan for achieving independence.
- Customized bylaws
- Documented essential business processes.
- Application completed for non-for-profit status.
- Recommendations for workspace options and costs.
- Ensure that office systems are implemented.
- Guidelines for Board of Directors formation.

V. Reporting and Communication

- Regular meetings and updates via agreed-upon channels to maintain transparent communication.
- Provide weekly written progress reports to HLMS.

VI. Confidentiality

Signing and adhering to confidentiality and non-disclosure agreements to protect sensitive information shared during the consultancy.

VII. Payment Terms

Payment terms are to be detailed in a separate contract, specifying fees, billing schedule, and payment methods.

VIII. Conclusion

This overview outlines the consultancy services required to assist The Dream Team in achieving their vision of independence. We look forward to working with you to achieve this project's expectations.

If Interested:

Please submit your RFP CV to the attention of:

Desmond Rowley

Email: drowley@hlms.ca

Mail: 805 Bloor Street West, Tor., ON., M6G 1L8

Or visit website link for more information: <https://www.thedreamteam.ca/book>