

# **REQUEST FOR PROPOSALS**

## **Research and Consulting Services on the Impacts of Violence on Children**

**January 23, 2008**

### **PURPOSE**

The Women's Policy Office and Child Youth and Family Services, Department of Health and Community Services, as partners in the Violence Prevention Initiative, are seeking proposals for research on the short-term and long-term emotional and psychological impacts of family violence on children in Newfoundland and Labrador.

### **BACKGROUND**

The 2006-2012 Action Plan, "Taking Action Against Violence," for the Violence Prevention Initiative indicates that violence destroys relationships, families, and has devastating long-term effects on its victims. One of the strategic priorities of the Action Plan refers to enhancing research and development in the area of violence (p. 26). One of the areas identified for research is the compilation and assessment of the issues surrounding the psychological and emotional impacts of family violence on children.

Family violence is a pervasive and complex social problem in Canada. The *Canadian Incidence Study of Reported Child Abuse and Neglect* (2003) reports a significant increase in the number of substantiated family violence referrals made to child welfare agencies across Canada. The 2004 General Social Survey indicates that children witnessed spousal assaults in a substantial number of cases. "Witnessing" violence in this survey included seeing or hearing incidents of violence. It is estimated that over a five-year period at least 258,000 children were aware of spousal violence against their mothers (reported by 40% of female victims of spousal violence) and 136,000 knew of assaults on their fathers (reported by 25% of male victims).

The *Child, Youth and Family Services* legislation provides a definition of a child in need of protective intervention as including a child living in situations where there is family violence. This type of abuse can have a devastating impact on a child's overall cognitive, social, emotional and physical development. The Public Health Agency of Canada identifies that experiencing violence early in life can set a pattern which extends throughout an individual's life. Young women who have experienced abuse during childhood or adolescence may direct the resulting pain inward, developing various forms of self-destructive behaviour such as self mutilation and eating disorders. Girls who witness or experience abuses in their childhoods often suffer further abuse at the hands of boyfriends and male partners later in life. Young men who have experienced abuse during childhood or adolescence may express this pain outward, being violent toward others. Evidence indicates that such experiences increase the likelihood of later perpetrating or experiencing abuse and hence the continuation of the cycle of violence.

A compilation of existing provincial or national research and literature on this topic and the preparation of a summary report will increase the Violence Prevention Initiative's partners' knowledge about family violence and its long-term and short-term psychological and emotional impacts on children. It is expected that such a report will

also lead to improved violence prevention policy and programming action by government and others.

## **STATEMENT OF WORK**

The objective of this work is research of the long-term and short-term psychological and emotional impacts of violence on children. The emotional/psychological impacts should be considered for children with both indirect and direct exposure, as well as infrequent and frequent family violence experiences, as well as taking into account varying degrees of severity. This research will help to inform those who work or deal with this issue at home in their communities or as professional service providers and policy makers.

Specifically, the consultant will be required to:

Compile a plain-language, easily readable report summarizing the research findings relating to the short and long term emotional and psychological impacts of family violence on children in Newfoundland and Labrador who are indirectly and/or directly exposed to family violence. Any information relating to the impacts of family violence on Aboriginal children should be written in a separate chapter. The report is to inform:

- families
- the public
- educators
- policy makers
- employers
- program delivery personnel in sectors such as health, justice, education, and
- the development of communication and social marketing programs and activities aimed at preventing or intervening on matters of family violence.

In the preparation of the report the consultant is to identify influential and existing research on the psychological and emotional impacts of family violence on children in Newfoundland and Labrador, as well as other jurisdictions in Canada or else where. This information will also be required to be compiled as an annotated bibliography to the report.

In the review of this literature and in the preparation of the report the consultant must identify gaps in research relating to this topic in Newfoundland and Labrador including any research gaps relating to Aboriginal children or other vulnerable populations.

The consultant will also be required to provide a presentation on the research findings to both the Violence Prevention Initiative Deputy Ministers' and Ministers' Committees.

## **THE TERM**

The term for the research and consultant services will be February 5, 2008 to March 31, 2008.

## **THE WORK**

The Consultant shall use the best available methods in carrying out the work. The Consultant represents and warrants that s/he has or has at her/his disposal, the required skills, capacity, resources and qualified, competent personnel to perform the work. Those individuals represented in the Consultant's proposal will undertake activities and deliver the products required. No change in personnel assigned to the contract will be permitted without the prior written consent of the Women's Policy Office and Child, Youth and Family Services, Department of Health and Community Services.

## **PROPOSAL REQUIREMENTS**

The Consultant's proposal should address the following:

1. Approach, methodology and work plan to meet the requirements as well as an outline of the report format.
2. Request, if any, for deviations from the requirements.
3. Personnel who will be assigned the work, including any support staff and their delegated tasks, along with a resume of their professional backgrounds.
4. Background and experience particularly as it relates to these requirements.
5. Experience in children's services and violence prevention.
6. Testimonials which demonstrate previous success in completing research and consulting services on issues related to children's services and/or violence prevention.

## **PROJECT BUDGET**

The total proposed cost for this initiative **must not exceed \$35,000** (HST not included).

## **EVALUATION CRITERIA**

Proposals will be evaluated on the following basis:

<b>Evaluation Criteria</b>	
<b>Criteria</b>	<b>Description</b>
Expertise 25%	<ul style="list-style-type: none"><li>• qualifications and experience of project team members and company. A master's degree is essential</li><li>• previous related work experience and samples of work provided</li><li>• number of years experience in working in research including any for public and not-for-profit organizations</li></ul>

<b>Evaluation Criteria</b>	
Clarity & Quality 15%	<ul style="list-style-type: none"> <li>well written and structured submission; easy to understand; components fit well together and make sense</li> <li>demonstrate insight and sensitivity to the issues</li> <li>demonstrate clear understanding of the work</li> </ul>
Approach 20%	<ul style="list-style-type: none"> <li>identified plans to carry out required work with research process</li> <li>provisions for stakeholder input</li> <li>clear and sound framework for identification of key messages</li> </ul>
Project Management 15%	<ul style="list-style-type: none"> <li>Details of the work plan are clear, thorough, and responsible (e.g., timelines, staffing responsibilities, contractor-client communications, etc.)</li> </ul>
Cost 25%	<ul style="list-style-type: none"> <li>identified costs are necessary and reasonable</li> <li>all costs are noted</li> <li>cost breakdown is detailed</li> <li>a proposed payment schedule corresponding with deliverables is included.</li> </ul>

## **SECURITY**

The Consultant must agree that all information received, information gathered, materials collected and reports produced shall be the sole and confidential property of the Women's Policy Office and Child, Youth and Family Services, Department of Health and Community Services, and that the Consultant shall not publish or in any way use said information, materials, or reports for any purpose other than to provide such information, materials or reports to the Women's Policy Office and Child, Youth and Family Services, Department of Health and Community Services.

## **RESEARCH AND CONSULTING PROPOSALS**

1. All proposals are to be received on or before 3:00 p.m. (EST) on February 1, 2008.
2. The Women's Policy Office and Child, Youth and Family Services, Department of Health and Community Services, are not obliged to accept the proposal with the lowest price or any other proposal for this Project. The Women's Policy Office and Child, Youth and Family Services, Department of Health and Community Services, reserve the right, upon 10 days written notice, to terminate these services and the work contemplated in this proposal, at any time.

3. No payments will be made for costs incurred in the preparation and submission of a proposal in response to this request.

## **TERMS AND CONDITIONS**

1. The work performed under any contract resulting from this Request for Proposals will be subject to inspection and acceptance by the Women's Policy Office and Child, Youth and Family Services, Department of Health and Community Services. The Women's Policy Office and Child, Youth and Family Services, Department of Health and Community Services, reserve the right to:
  - a. Reject any or all proposals received in response to this Request for Proposals;
  - b. Enter into negotiations with any bidder on any or all aspects of their proposal;
  - c. Accept any proposal in whole or in part;
  - d. Cancel and/or re-issue this requirement at any time.
  - e. Inquiries regarding this RFP shall be received in writing. Verbal responses to any inquiry are not binding on either party.
2. To ensure consistency/quality in the information provided to bidders, the Women's Policy Office will provide, in the form of an addendum to all bidders, any relevant information with respect to RFP inquiries received in writing, without revealing the source of those inquiries. Bidders are cautioned that it is their responsibility to ensure they receive all information relevant to this RFP. The Women's Policy Office and Child, Youth and Family Services, Department of Health and Community Services, will not be responsible for bidders who fail to inform themselves regarding the scope and nature of the work.
3. Proprietary information identified as such as the bidder shall be reasonably protected from release; however, the Women's Policy Office and Child, Youth and Family Services, Department of Health and Community Services, accept no liability for exposure or release of proprietary information. Bidders are cautioned and reminded that the Women's Policy Office and Child, Youth and Family Services, Department of Health and Community Services, are subject to the terms and conditions of the Access to Information and Protection of Privacy Act and any successor legislation.

## **SUBMISSION OF PROPOSALS**

Three (3) copies of your proposal should be electronically submitted or faxed, on or before 3:00 p.m. (EST) on February 1, 2008 to:

Michelle Smith  
Director  
Women's Policy Office  
4th Floor, Confederation Building, East Block  
P.O. Box 8700  
St. John's, Newfoundland and Labrador, Canada, A1B 4J6  
Fax: (709) 729-2331  
Email: michellesmith@gov.nl.ca

and marked:

**PROPOSAL – Proposal for Research and Consulting Services  
on the Impacts of Violence on Children**

Attention: Michelle Smith

**INQUIRIES**

Inquiries may be directed to:

Michelle Smith  
Director  
Women's Policy Office  
Tel: 709-729-5730  
Fax: 709-729-2331  
Email: michellesmith@gov.nl.ca

**Backgrounders:**

Taking Action Against Violence 2006–2012 (Government of Newfoundland and Labrador, Violence Prevention Initiative)

[http://www.gov.nl.ca/vpi/pdf/ActionPlan2006\\_2012.pdf](http://www.gov.nl.ca/vpi/pdf/ActionPlan2006_2012.pdf)

Child, Youth and Family Services Act (Newfoundland and Labrador)

<http://assembly.nl.ca/Legislation/sr/statutes/c12-1.htm>

Canadian Incidence Study of Reported Child Abuse and Neglect (National Clearinghouse on Family Violence, 2001).

[http://www.phac-aspc.gc.ca/publicat/cisfr-ecirf/pdf/cis\\_e.pdf](http://www.phac-aspc.gc.ca/publicat/cisfr-ecirf/pdf/cis_e.pdf)

Child abuse and neglect investigations in Canada: Comparing 1998 and 2003 data (Centre of Excellence for Child Welfare, 2005).

<http://www.cecw-cepб.ca/files/file/en/CISComparisons26E.pdf>

Children's exposure to domestic violence in Canada (Centre of Excellence for Child Welfare, 2005)

<http://www.cecw-cepб.ca/files/file/en/CISDomesticViolence28E.pdf>

The 2003 Canadian Incidence Study of Reported Child Abuse and Neglect: Major Findings (Public Health Agency of Canada)

<http://www.cecw-cepб.ca/files/media/CIS2003Findings.swf>