



United Way
Greater Toronto

Request for Proposal

Jane Finch Community Impact Table: Development & Planning

United Way Greater Toronto

January 31, 2025

1. Invitation

United Way Greater Toronto is inviting qualified consultants with experience and knowledge of the philanthropic sector, place-based community development, collective impact approaches in engaging diverse stakeholders, and strong facilitation skills to support the development and organizing of the Jane Finch Community Impact Table that will drive coordinated investments into the Jane Finch community, aligned with the priorities of the Jane Finch Community Development Plan.

2. Context

The City of Toronto (City) and United Way Greater Toronto (UWGT) are working collaboratively to establish a Jane Finch Community Impact Table to support the implementation and advancement of the [Jane Finch Community Development Plan](#) (CDP) through coordinated and strategically-focused resourcing.

The Jane Finch CDP was developed through a community-centered process and intended to enhance land use planning by engaging diverse residents, community groups, organizations, and other partners to identify principles, priorities and subsequent actions that can advance equity and build stronger communities. Recognizing that intentional and strategic partnerships and resourcing are required to support the realization of priorities and actions in the Jane Finch CDP, in June 2024, City Council approved several [recommendations](#) associated with the CDP including the establishment of a Jane Finch Community Impact Table (CIT) with foundations, funders, City divisions, business partners and other institutional partners to support the resourcing of actions identified in the CDP over the course of its first 10 years.

The Jane Finch CIT will be co-chaired by UWGT and City of Toronto. It will serve as a platform for a collaborative of partners to engage in strategic investments and collaborative approaches aligned to the CDP's community-informed actions in the Jane Finch area and in coordination with investments from the City over a 10-year span of the plan.

Initial work of the CIT is underway to gauge potential partner interest and collect information to inform the current funding landscape in Jane Finch.

3. Purpose

The purpose of this consulting project is to enable a collaboration structure of a place-based funders table (i.e., Community Impact Table) with a roadmap to achieve the Table's key objectives and priorities that include:

- coordinated & strategic grantmaking / investments
- strategic collaboration opportunities

- learning & knowledge exchange
- evaluation and impact measurement and;
- advancing reconciliation, equity and anti-Black racism efforts in Jane Finch.

The resulting collaboration framework and plan will serve as critical components for the collective implementation of the CDP in the Jane Finch community.

4. Scope of work

For this contract, an external consultant will work collaboratively with a joint team from UWGT and the City of Toronto to:

- i. **Establish a collaboration framework**, building on collective impact principles to enable collaboration, participation and engagement of funders, investors, businesses and City divisions. This includes:
 - a. Establishing a governance structure and updating the Terms of Reference for the CIT
 - b. Advising on relevant workgroups and Table meetings, contributing to the development of appropriate briefs and tools to support their facilitation
 - c. Supporting facilitation of the 2025-26 Table meetings
- ii. **Develop a roadmap and associated workplan for the CIT** focused on the Table's key objectives. This will include:
 - a. Mapping and analysis of current funding landscape in the Jane Finch community.
 - b. Recommending strategic opportunities for CIT investment and collaboration informed by the funding landscape analysis and any relevant discussions with CIT member organizations
 - c. Recommending how the CIT will support the different collaborative funding/investment approaches like fund pool, co-investment of projects, impact investing, etc., informed by CIT member organization mandates, interests and capacities.
- iii. **Recommend key performance indicators** to inform an evaluation framework (to be led by the City) that will help measure success, impact and efficacy of the Table's work over the 10-year span of the CIT.

5. How the deliverables from this project will be used

As aforementioned, the findings from the project will:

- Refine the scope of work of the CIT

- Serve as an example for any future place-based funders tables aligned to local plans
- Contribute to our collective knowledge around place-based work

6. Consultant role and relationship with UWGT

The consultant will report to UWGT’s Senior Manager, Community Initiatives – Juneeya Varghese, jvarghese@uwgt.org - who will have the direct management responsibility of this project. The consultant may work with a joint working group comprised of staff from the City of Toronto and United Way.

7. Timelines and deliverables

RFP released	31 January, 2025
Proposal submission	18 February, 2025
Selection and awarding of contract	Week of February 24, 2025
Initial meeting with UWGT as well as joint UWGT/City of Toronto working group	Week of March 3, 2025
CIT Kick off Meeting	Early April 2025
Conclusion of project	March 31, 2026

8. Consultant qualifications and considerations

- Demonstrated in-depth knowledge of the community, non-profit and funding environment, including funder/cross-sector collaboratives
- Knowledge or familiarity with funding and government programs and initiatives that operate at the neighbourhood scale, as well as collective impact approaches
- Ability to work collaboratively and engage diverse stakeholders
- Experience in facilitation and network development
- Experience in articulating program components and models related to funding in the public and non-profit sector
- Ability to manage projects to meet deadlines and deliver high-quality deliverables.

9. RFP requirements

The proposal should not exceed 2,000 words in total, including details on how the budget will be used. Type size should be 12 pt. The following specific content should be included in the proposal:

Name and contact information

Reference Information

- Short description of the applicant's work related to the priorities and objectives of the CIT, including experience in projects involving documenting place-based initiatives and/or funding models and experience in engaging diverse stakeholders. A list of similar projects currently or previously undertaken can be included.
- Names and contact information of three references for whom the applicant has completed relevant projects.
- 1-2 examples of final reports or network / collaboration tools developed by the applicant

Proposal

Overview of the applicant's understanding of the scope and requirements of the project, and the approach that the applicant will take.

- A work plan that takes into account the deliverables and implementation timelines.
- A breakdown of the tasks, showing the amount of time each member of the consultant team will spend on this project.
- A budget for the total cost of the work, including all personnel, materials, and other expenditures.

10. Budget

A maximum of \$50,000 inclusive of taxes, with justification through daily consultancy rates.

11. Application deadline

Please submit one (1) electronic copy of your proposal before 5pm on Feb 18, 2025 to:

Juneja Varghese
Senior Manager, Community Initiatives

United Way Greater Toronto

Email: jvarghese@uwgt.org

Subject/Reference: Jane Finch Community Impact Table: Development & Planning

12. Questions/inquiries

Please contact Juneeya Varghese at jvarghese@uwgt.org by February 14, 2025 if you have any questions regarding this RFP.