



*Request for Proposal  
Facilitator for  
Upper Nicola Band (UNB)  
i? nq<sup>w</sup>lq<sup>w</sup>iltntat, i? sqlx<sup>w</sup>cawtat  
(Our Language, Our Ways)  
Strategic Planning*

*Closing Date and Time: Proposals must be received by  
January 16, 2025, 1200 Hours and shall be addressed to:*

*Collette Sunday, Band Administrator*

*Email: [admin@uppernicola.com](mailto:admin@uppernicola.com)*

*2225 Village Road Douglas Lake, BC*

*[www.uppernicola.com](http://www.uppernicola.com)*

*Enquiries:*

*Collette Sunday:*

*[admin@uppernicola.com](mailto:admin@uppernicola.com)*

## Purpose

Upper Nicola Band (UNB) is seeking proposals from interested Consultants to assist with facilitation of a UNB *i? nqʷlqʷiltntət, i? sqlxʷcawtət (Our Language, Our Ways)* Strategic Planning Session.

Contract will include:

1. Pre-facilitation orientation of the community, vision of the Upper Nicola Band, current state of UNB plans and priorities, and understanding the Four Pillars Society Community Plan requirements.
2. Facilitation of a two-day session *i? nqʷlqʷiltntət, i? sqlxʷcawtət (Our Language, Our Ways)* Strategic Planning Session. (2 days in the month of February 2025, date to be confirmed, NVIT -Merritt).
3. Final Deliverable will be the UNB *i? nqʷlqʷiltntət, i? sqlxʷcawtət (Our Language, Our Ways)* Strategy, with Action Plan and proposed budget for UNB, by March 21, 2025.

## Background

Upper Nicola Band, of the syilx (Okanagan) Nation, with a membership of approximately 1000 members. Upper Nicola is located 45 km east of Merritt and 90 km south of Kamloops, British Columbia, Canada. Upper Nicola has eight reserves located near Nicola Lake and Douglas Lake. Upper Nicola's two main residential communities are *ńqíqəmíx* Nicola Lake (IR #1), and Spaxomin (Douglas Lake). The reserves comprise approximately 31,000 acres that span a range of 50 kilometers along Highway 5A and the Douglas Lake Road.

We have several Departments that all provide essential services to our members: *nsyilxcən* language, *kʷu stemtímaʔ* (Our Grandmothers), Community Safety, Health, N'kwala School, Education and Headstart/Daycare. We receive funding from Federal and Provincial Governments to implement some of these services.

UNB is recipient of a class action suit regarding the loss of culture and language. (Refer to Four Pillars Society for more information <https://fps-lchw.ca/>). We will receive sustainable funding over 20 years, to compensate for:

Pillar 1: Revival and Protection of Indigenous Language

Pillar 2: Revival and Protection of Indigenous Culture

Pillar 3: Protection and Promotion of Heritage

Pillar 4: Promotion of Wellness of Indigenous Communities and People

To access the funding, we must submit a 5–10-year community plan on how we will utilize funds aligned with the Four Pillars.

We would like to have engage each Department to understand how this funding model may be applied to each groups' initiatives as related to the Four Pillars and how we can work collaboratively to identify the needs and plans of the community for the next 5-10 years.

See the [Upper Nicola Band – Nicola Valley](#) webpage to learn more about UNB and see the UNB Organization Chart, and each Department listed.

### UNB Plans and Reports

Plans that we have approved can be accessed on our website: [Our Plans – Upper Nicola Band](#):

For the purposes of the *i? nqʷlqʷiltntət, i? sqlxʷcawtət (Our Language, Our Ways)* Strategic Planning Session, we would like to refer to the following plans:

- Status of Implementation of 2022 – 2027 STRATEGIC PLAN FINAL
- UNB Comprehensive Community Plan
- UNB Community Safety Plan
- UN Syilx Inherent Rights

Plans, Report and Curriculum, available to Consultant, after contract begin:

- Essential Services Plan Report, 2024
- kʷu stemtima? Strategic Plan 2023
- UNB nsyilxcen community priorities
- 13 Moon Curriculum

### Services Required

The selected consultant must be knowledgeable of Indigenous program and services and have experience in innovative facilitation. The selected consultant will facilitate a discussion of the departments and representatives that are responsible for implementation of the initiatives of the Four Pillars (Language, Culture, Heritage, and Wellness) to ensure that all our voices are heard.

### Facilitation Timetable

Activity	Timetable
Pre-facilitation orientation of the community and fact-finding exercise	January /February 2025
Facilitation of a two-day UNB <i>i? nqʷlqʷiltntət, i? sqlxʷcawtət (Our Language, Our Ways)</i> Strategic Planning Session <b>Please list dates available in February 2025</b>	2 days in February 2025 <b>**Feb 10 &amp; 11, 2025 NOT available</b>
Development of 5–10-year plan Strategy, Action Plan, proposed budget	By March 21, 2025

### Proposal Response Format

- I. State the Consultant’s qualifications and experience in facilitating Indigenous strategic planning processes. Detail skills or experience that would benefit the scope of work identified.
- II. Proposed Methodology to assist UNB develop *i? nqʷlqʷiltntət, i? sqlxʷcawtət (Our Language, Our Ways)* Strategic Plan

III. Outline Consultant's fee structure for the delivery of services.

**Proposal Evaluation and Selection Process**

- i. Proposals received by closing time will be screened for compliance with the requirements stated in this Request for Proposal.
- ii. After a proposal response has been determined to have met the requirements, all proposals will be evaluated to determine the best value to UNB.
- iii. All proponents will be contacted to notify them of the status of the proposal within a reasonable period after award.
- iv. An award will be made to the successful Proponent only upon formal approval by Administrator
- v. UNB does not bind itself to the lowest or any bid.