



Loran Scholars Foundation Request for Proposals **Equity, Diversity and Inclusion Training Modules**

The Loran Scholars Foundation is seeking proposals from parties with the qualifications, experience and capacity to develop asynchronous Equity, Diversity and Inclusion training modules for post-secondary aged youth, mentors and selections volunteers participating in the Loran Program.

About Us:

The Loran Scholars Foundation is a national charity working in partnership with universities, donors, and volunteers across the country to find and nurture young people in Canada who show strength of character and commitment to service, challenging them to realize their full potential. The Foundation has been selecting and supporting thousands of exceptional young Canadians since 1988.

Not simply a scholarship - we invest in our collective future.

- We believe the potential of youth is found in their character. We look beyond a student's transcript to find evidence of integrity, grit, and generosity of spirit.
- We select Loran Scholars and fund their studies in Canada, providing them with a comprehensive leadership enrichment program focused on exploration, discovery, challenge, and growth. Over four years, nurtured by our community of supporters, scholars strengthen their capacity to become leaders in every sector.
- Together with close to 700 volunteers, 600 donors, over 600 alumni, and 25 university partners across Canada, we invest in young people at a pivotal moment in their development, connecting them with a network of other values-driven leaders to amplify their impact.

About the Project:

The Loran network is a diverse community of all ages made up, in part, of scholars who are recipients of the Loran award, mentors who nurture the scholars' leadership potential and selections volunteers who assess applications and interview candidates.

This training will help these parts of our network to understand diversity, equity and inclusion and have awareness of personal bias with the tools to interrupt these biases. The main module of the training will be the same for scholars, mentors and selections volunteers and there will be three break-out modules that help connect the content to role specific activities. This will include inter/cultural generational learning within the mentor-mentee relationship as well as navigating power dynamics and interrupting bias during the assessing and interviewing processes.

We hope to achieve these goals through the use of asynchronous online modules that are consistent with the terminology and lens of existing Loran EDI resources and that use the Thinkific platform. Loran scholars, mentors and selections volunteers will complete this mandatory training before engaging in their various roles within the Loran community.

Deliverables:

The contractor will develop and deliver asynchronous training modules for the Thinkific Platform, consisting of a core 45 minute module and three 10 minute break-out modules that link the core content to a specific role. The entire training will build shared understanding of diversity, equity and inclusion and help trainees to navigate power dynamics and interrupt bias.

Module Components:

- Slides (using Loran templates and terminology), loaded into the Loran Thinkific Platform (Content may link to publicly available videos where appropriate)
- Accompanying recording of workshop audio, loaded into the Loran Thinkific Platform (with option to provide scripts for Loran to record)
- Voice-over script for transcription (hard of hearing) and translation (French) (*transcription and translation to be organized by Loran*)
- Integrated quizzes
- Opt-out in each section for trainees requiring accommodations

Learning Outcomes:

The Consultant will provide support to the Foundation to develop a training for scholars, mentors and selections volunteers focusing on the following Learning Outcomes:

- Increased understanding of concepts of diversity, equity and inclusion

- Increased self-awareness of biases and how they can lead to racism and discrimination
- Develop the ability to initiate 'difficult conversations' that lead to positive outcomes

Training resources content for core module:

a) Introduction

- Shared understanding of Equity, Diversity and Inclusion.
- Power and Privilege, Intersectionality and Impact on our lived experiences.

b) Navigating Power Dynamics

- Understanding power dynamics
- Understanding bias
- Interrupting bias

Training resources content for three role specific break-out mini modules:

- 1) Celebrating the importance of inter/cultural generational learning and diversity within the mentor-mentee relationship.
- 2) Interrupting personal bias when assessing applications.
- 3) Navigating power dynamics while interviewing candidates.

Submission Requirements:

Please submit an electronic copy of your submission **by May 16, 2025 at 5pm EST** to Katy Quinn, Loran's Volunteer and Selections Officer. Please include:

1. About you
 - Name and contact details
 - Why is this project of interest to you?
2. Proposed Services
 - How will you approach the project?
 - How will you achieve the deliverables?
 - What are the expectations you would have of Loran as we work through this project?

3. Proposed Timeline, including:
 - May 16: Deadline for proposal submission
 - May 26: Project start
 - Jun, July - Please estimate dates for the following (final milestones & review schedule TBC mutually agreed upon between Loran and consultant):
 - Project kickoff meeting
 - Review and approval of proposed module outline
 - Review and approval of draft slides, script and accompanying documents
 - Delivery of final and complete deliverable materials
 - August 4: Project completion
4. References: Please provide the name, email and phone number of two current or previous clients.
5. Additional Requirements: If you have a standard set of terms and conditions, please submit them with your proposal. All terms and conditions will be subject to negotiation.

Budget: \$5,000 (not including tax)

Please email proposals by May 16, 2025 at 5pm EST to:

Katy Quinn, Volunteer and Selections Officer

katy.quinn@loranscholar.ca

(416) 646-2120 x224

Please note that by receiving a quote, Loran is not entering into a client relationship with the supplier, and this request for quotation does not imply any kind of financial obligation on the part of the Foundation. All costs associated with the preparation of a quote are the sole responsibility of the supplier.