REQUEST FOR PROPOSALS
CEC High Performance Program –Consultation and Review

Introduction

Invitation
Climbing Escalade Canada (CEC) is issuing a Request for Proposals (RFP) to qualified organizations or individuals to undertake a complete review of our High Performance Program (HPP), including stakeholders consultations. The intent of the RFP is to award the work to an organization or individual with proven experience and knowledge in similar undertakings.

Background
Climbing Escalade Canada is the National Sport Organization governing sport climbing (boulder, lead, speed) in Canada. The purpose of CEC is to be a leader in the promotion and development of competition climbing in Canada for athletes and the extended climbing community. We strive to enable athletes to achieve their high-performance potential in an ethical, equitable and equal competition environment.

CEC is the Canadian Member of the International Federation of Sport Climbing (IFSC). As such, CEC is responsible for selecting and supporting a national team participating in international competitions, such as World Cups, World Championships, and Major Games. To achieve this mandate, CEC has implemented a High Performance Program in 2020.

The CEC High Performance Program is composed of the following frameworks:

- High Performance Program
- Continuous National Ranking (CNR)
- Events Team Selection Policy

To support the High Performance Program, CEC currently employs a High Performance Director (vacant position), and two National Coaches (Boulder/Lead and Speed). The HPP was used for Team Selection for the 2020 Tokyo Olympic and the 2024 Paris Olympic Pathways. As we enter into a new Olympic Cycle, CEC wishes to review and update all pieces of the HPP.

Scope of Work

The scope of this project is to conduct stakeholders consultations to better understand our community's view of the program, as well as our athletes' need in respect to High Performance Program and Support. The consultation must allow a review of the HPP elements, with findings conducive to a review and update of the framework. The final deliverable will take the form of a written report and summary of research findings, as well as a presentation to the CEC Board of Directors.

PHASE 1 – Familiarisation
The objective of phase 1 is for the consultant or consulting firm to understand all aspects of the High Performance Program and how those pieces combine to ensure an impartial selection process for the national team.

PHASE 2 – Consultation process
The objective of phase 2 is to gather input from stakeholders across the Canadian climbing community to determine the strength and weakness of the current HPP. This consultation must also outline the needs of our athletes in terms of process and support.

The successful individual or organization will develop an engaging process, likely via focus groups, interviews, and potentially a survey, to consult various Canadian climbing stakeholders. CEC wishes to target the following groups in this consultation process:

- Athletes – both current and retired
- Coaches – both active on the national stage and/or provincially/locally
- Provincial and Territorial Climbing Organizations
- Funding partners (Sport Canada, Own the Podium, and Canadian Olympic Committee)
- Other partners, such as parents, gym owners, athlete's support personnel, etc.

PHASE 3 - Findings Report
Following the consultation process, a Finding Report shall be submitted to the CEC Board of Directors. This report should outline the following:

- Strength and Weakness of the current HPP
- Recommendations for improvement of the framework
- Prioritisation of athletes' support needs
- Proposed Human Resources model required to support HPP and athletes' needs
- Proposed implementation process (expected timeline, investment, other change management requirements, etc)

RFP Content

The proposals must contain the following information:

- Letter of intent
- Credentials/Biographies
- Project plan, methodology, and timelines
- Budget, broken down by phase
- Additional information and innovative ideas
- References

Note:
The Letter of Intent must clearly identify any and all partners or subcontractors involved in the project and must clearly identify the lead (prime) individual/company. .

Budget
Consultant must recognize that Climbing Escalade Canada is a small organization with limited resources, and take that into account when preparing the quote.

Timeline
The initiative will ideally start no later than September 25, 2023, and be completed by January 15, 2024.

Submission Deadline
The deadline for submitting proposals is 11:59 pm (EST) Sunday, September 10, 2023. Proponent selection will be conducted prior to September 22, 2023. CEC may ask selected proponents to meet with us for a discussion of their proposals.

Any questions in respect to this RFP should be directed to

Christiane Marceau,
Executive Director,
Climbing Escalade Canada (CEC)
ed@climbingcanada.ca
(613) 890-4605

Proponent costs related to preparing and issuing the RFP response are entirely the responsibility of the proponent.
Submit Proposals to the attention of: Christiane Marceau, CEC Executive Director
Format: PDF
Email: ed@climbingcanada.ca

Supporting Documents

- High Performance Program
- Continuous National Ranking
- Events Team Selection Policy