

Request for Proposal: Fluency and Immersion Teacher Education Research

Background

The Office of the Commissioner of Indigenous Languages (the Commission) was established under the *Indigenous Languages Act* to support and promote the reclamation, revitalization, maintenance, and strengthening of Indigenous languages in Canada. As part of its mandate, the Commission is also responsible for raising awareness about Indigenous language rights and supporting broader public understanding.

Since 2023, the Commission has been meeting with partners, experts, and language champions across Canada to better understand the barriers and opportunities involved in building fluency and proficiency, and to advocate for greater access to effective Indigenous language immersion teacher education. The primary aim of the Fluency and Immersion Teacher Education Initiative is to guide the development of Indigenous language immersion teacher education interventions that foster proficient speakers and ultimately, fluent speakers. This direction reflects what the Commission heard through a series of engagement sessions across the country and aligns with its mandate under the *Indigenous Languages Act*.

As part of this work, the Commission completed two reports titled *Laying the Groundwork for the Fluency and Immersion Teacher Education Roadmap* and *Existing Pathways to Indigenous Language Immersion Teacher Training*, as well as the *Fluency and Immersion Teacher Education Roadmap* to gain a better understanding of fluency, proficiency, and immersion teacher education initiatives in Canada.

The Commission invites qualified proponents to lead and conduct the next phase of research of this initiative, in collaboration with the Commission and partners, to explore how the recommendations in the *Roadmap* can be further operationalized to enable pathways of fluency and immersion teacher education across Canada. This phase of the research will continue to be informed by language champions, experts, and community priorities to advance the objectives the Fluency and Immersion Teacher Education Initiative and the Commission's mandate more broadly.

Objective

As part of the continued work related to the Fluency and Immersion Teacher Education Initiative, the Commission will conduct research to:

- Better understand the current landscape of immersion teacher education in Canada and around the world;
- Explore in-depth the required conditions to effectively enable immersion teacher education pathways, teacher recruitment and retention strategies and approaches; and
- Develop a corresponding report or strategy (including recommendations) that further advances the recommendations outlined in the *Roadmap*.

The objective of this Request for Proposals (RFP) is to select a proponent to design, lead, and conduct the outlined research framework. Working closely and collaboratively with the Commission, the successful proponent will be expected to:

1. Design the methodology that encapsulates the scope, objectives, and breadth of the research work.
2. Lead the research initiative, including designing and implementing key activities, informed by the Commission, language champions, its partners, community priorities, and recommendations outlined in the *Roadmap*.
3. Develop and finalize a report or strategy (including recommendations) emerging from the research that advances the required conditions to effectively enable immersion teacher education pathways.

Scope of Work

The successful proponent will be expected to deliver the work in phased components, including:

Phase 1: Planning, Design, and Project Management

- Collaborate closely with the Commission to understand the intent and objectives of the research, including regular check-ins and planning updates.
- Develop a research methodology to meaningfully engage language champions, partners, and communities, whose priorities will inform the work.
- Plan and design a detailed work plan to capture the scope of the work, including timelines as well as monitoring and evaluation indicators.

Phase 2: Implementation and Research Strategy

- Lead the research activities informed by the vision of the Commission, language champions, communities, and immersion teacher education experts.
- Identify themes that relate to immersion or Indigenous language medium teacher shortages, recruitment and retention approaches in Canada and around the world.
- Develop, refine, and finalize a report or strategy (with recommendations) to advance the *Roadmap* to enable pathways for fluency and immersion teacher education.

Deliverables

Anticipated deliverables include:

- Detailed methodology framework outlining engagement and research approaches
- Preliminary report outlining research findings that can inform development monitoring/evaluation indicators.
- Corresponding report or strategy, informed by the preliminary research findings, to build upon recommendations from the *Roadmap* in support of fluency and immersion teacher education initiatives.

Project Expectations

The successful proponent should:

1. Reflect a strong understanding of the Commission's vision and mandate, as well as a fulsome understanding of the Fluency and Immersion Teacher Education Initiative, previous research deliverables, and the *Roadmap*.
2. Demonstrate a strong commitment to engaging stakeholders, partners, communities, and rightsholders meaningfully and respectfully.
3. Lead this work based on the principles of trust, reciprocity, and cultural humility.

Proponent Requirements

The bidder must possess:

- Demonstrated experience in conducting research and community/stakeholder engagement in the Indigenous languages revitalization field that is Indigenous-led, strengths-based, and collaborative.
- Strong understanding of the Commission's mandate and objectives of the Fluency and Immersion Teacher Education Initiative.
- Experience working in complex, diverse, or sensitive environments.
- Ability to translate complex research issues into accessible and compelling narratives, including reporting, summaries, and strategies.



- Capacity to deliver high-quality work within timelines and budget.
- Cultural competency and experience working with Indigenous Peoples and communities, in respectful, relational, and inclusive ways.
- Strong references from similar projects.

Budget Specifications

A maximum budget of \$95,000 has been allocated for the successful completion of the scope of work outlined in the RFP.

Proposal Submission Instructions

All proposals shall be received by the Office of the Commissioner of Indigenous Languages no later than **June 5, 2026, at 5PM EST.**

All proposals must clearly identify the name of the proponent and will be accepted electronically in PDF format. The subject line must read:

“RFP – Fluency and Immersion Teacher Education Research”.

Proposal submissions shall be sent by email to:

Ashley Keays, Executive Lead

ashley.keays@ocil-ila.ca

Proposal Submission Requirements

All proposals must include the following information:

1. Executive summary outlining the proponent’s understanding of the project and approach.
2. Relevant experience in research, community engagement, methodology development, and report writing (with samples).
3. Qualifications and capabilities relevant to this RFP.
4. Project organization, including team members and roles.
5. Proposed approach and methodology.
6. Project timeline and key milestones.
7. Client references (minimum of three), including contact information.
8. Cost Breakdown (in CAD, inclusive of HST) aligning with the specified budget.

Evaluation Criteria

The Commission will select the Proponent(s) which, in the Commission’s sole discretion, best serves the overall needs of the Commission. The following is a summary of the general considerations that will be used to determine the Proponent(s) that will be selected:

Criteria	Weight
Relevant experience and expertise of Firm	20%
Understanding of context and objectives	25%
Proposed Work Plan and Methodology	20%
Cultural competency and alignment with Commission’s values	15%
Total price aligning with the specified budget	20%

Timeline

The following dates are set forth for informational and planning purposes and may be changed at the Commission’s sole discretion.

Description of Deliverables	Due Date
RFP Released/Advertised/Posted	May 22, 2026
Deadline for questions	June 3, 2026
Deadline for submission of proposals	June 5, 2026
Completion of proposal evaluations	June 10, 2026
Final Selection	June 12, 2026
Estimated Contract Start Date: June 16, 2026– October 31, 2026, subject to final internal approvals.	June 16, 2026

The timetable is tentative only and may be changed by the Commission, in its sole discretion, at any time prior to the Proposal Submission Deadline.

Rights of the Commission

The Commission reserves the right to:

1. Reject any or all proposals received in response to this Request for proposals;
2. Enter into negotiations with one or more proponents;
3. Accept any proposal in whole or in part;
4. Cancel or re-issue the RFP at any time;
5. Verify information provided in proposals; and
6. Award follow-up work without further competition.

This RFP is issued solely for the purpose of soliciting proposals and does not constitute a call of tenders, except where expressly indicated. The Commission is not liable for any costs, expenses, or claims incurred by proponents in connection with preparation or submission of a proposal. Submission of a proposal bid signifies the proponent's understanding of these conditions.

Additional Provisions

Price: Contractors must provide a firm fixed price, including administrative fees, travel, material costs, translation, printing of draft concepts and HST.

Confidentiality: Responses to this RFP will be considered as confidential information by the Commission and will be used solely for the purposes of selecting the successful bidder.

Clarification/Questions: All proposals will be acknowledged. Requests for clarification and/or questions regarding this RFP should be directed in writing to:

[Insert contact name and email]

Responses/Submission: Only those submissions that meet the deadline will be considered. Responses to this RFP must be received by the close of business 5PM EST on June 5, 2026.

Submissions shall be sent by email to: ashley.keays@ocil-ila.ca