



## **Four Pillars Consultant Request for Proposal**

### **Overview**

The Four Pillars Society (FPS) is a not-for-profit Indigenous-led trust established to manage and distribute a \$2.8 billion settlement awarded by the Government of Canada to 325 First Nations (Band Class members) that joined a class action lawsuit seeking redress for the collective harms of residential schools. Its mission and vision focus on uplifting Indigenous communities by investing in and safeguarding four core pillars: the revival and protection of languages, the revival and protection of cultures, the protection and promotion of heritage, and the well-being of Indigenous peoples and their communities.

### **Purpose**

As part of the settlement agreement funds were placed in a not-for-profit trust to support healing, wellness, education, heritage, language, and commemoration activities. The Four Pillars Society (FPS) was established to assist with the distribution of funds over the next twenty years. The FPS is guided by four pillars developed by the Representative Plaintiffs.

#### Four Pillars:

- Revival and protection of Indigenous languages.
- Revival and protection of Indigenous culture.
- Protection and promotion of heritage.
- Wellness for Indigenous communities and their members.

Muskoday First Nation (MFN) seeks a qualified consultant to develop a comprehensive ten-year plan that aligns with MFN's objectives and promotes four pillars. The successful consultant will work closely with MFN staff, residential school survivors, community, elders, youth, and the Four Pillars Society to create a strategic roadmap for the future.

**MFN community Vision: We believe that the health and strength of our community depend on the spiritual, physical, social, economic, and cultural health and strength of each of our members, and the community as a whole.**

## **Four Pillars Organizational Structure**

The Executive Director or designate for Muskoday First Nation will oversee the Four Pillars Project in conjunction with the Consultant to create a Planning Team. The Four Pillars Planning Team will provide guidance with respect to the process, deliverables, and community consultation.

### **Scope of Work**

Consultant's Responsibilities includes but is not limited to:

#### A. Needs Assessment and Engagement

- Conduct a thorough needs assessment within the Muskoday First Nation community.
- Engage with residential school survivors, community, elders, youth, and other stakeholders to gather input and insights.
- Identify key priorities and challenges related to revival and protection of our culture and language, protection and promotion of our heritage and wellness for our communities and our People.

#### B. Strategic Planning

- Develop a 10-year plan that outlines specific goals, objectives, and actionable steps.
- Ensure alignment with the four pillars: language, culture, wellness, and heritage.
- Consider sustainability, inclusivity, and community empowerment.

#### C. Collaboration and Coordination

- Work closely with Muskoday First Nation staff and members, to integrate planning efforts.
- Collaborate with Four Pillar Society to leverage existing resources and expertise.
- Coordinate with other relevant agencies and organizations.

#### D. Financial Planning

- Provide a budget framework for implementing the 10-year plan.
- Identify funding sources (including the planning funds) and allocate resources effectively.
- Ensure transparency and accountability in financial management.

#### E. Reporting and Monitoring

- Establish performance indicators and milestones.
- Regularly assess progress and adjust strategies as needed.
- Prepare progress reports for Muskoday First Nation Chief and Council and other stakeholders.

## **Proposal Content**

The consultant will prepare a proposal that clearly indicates how the consultant will conduct the work set out in this Request for Proposal. The consultant's proposal will contain, but not be limited to:

- Methodology indicating the approach that will be used in the project.
- A detailed proposal for community engagement and consultation.
- A schedule of tasks, meetings with the Four Pillars Planning Team
- Names, qualifications and experience of staff and sub-consultants assigned to the project and identify the project lead. Specifically outline the consultants' knowledge understanding and experience working with First Nation communities.
- Examples of past projects of a similar nature successfully completed by the consultant including references from projects. References from First Nation communities are considered an asset.
- Maximum total cost of the project, broken down by phases and tasks, with fees and disbursement costs listed separately; along with suggested payment schedule related to tasks completed.
- Per diem rates for key personnel involved in the project, with an estimate of the number of days that the project staff will spend on the project.
- Identify any other costs that may be considered necessary for the completion of the project.

## **Proposal Submission**

Proposal submissions should not exceed a maximum of 20 pages including all supporting documentation.

Proposal should be submitted by email to Heather Constant at [heather.constant@muskodayfn.ca](mailto:heather.constant@muskodayfn.ca) on or before April 24, 2026 by 4:00pm.

## **References**

The Consultant will provide a minimum of three (3) references for consulting services for similar services. Muskoday First Nation reserves the right to contact all disclosed references.

## **Incurred Costs**

All costs incurred by the consultant in conducting research, investigation or otherwise as may be necessary for the preparation of a response to this Request for Proposal shall be borne by the consultant and not chargeable in any way to Muskoday First Nation.

## **Evaluation**

The following selection criteria outline the areas of importance that will be considered in project award. Proposal submissions should satisfy all criteria points wherever possible. Muskoday First Nation will review all qualified proposals received and score the proposals in relation to the following criteria:

a) Project understanding, methodology and workplan	15%
b) Community engagement strategies	25%
c) Consultants' qualifications and experience on similar projects	15%
d) Project schedule	15%
e) Project price	25%
f) Quality of submission	5%

Muskoday First Nation will award the proposal that is deemed to be the best value to Muskoday First Nation and reserve the right to accept other than the lowest priced proposal. All qualified proposals will be reviewed and evaluated.

## **Communications**

Inquiries regarding the interpretation or scope of the Request for Proposals shall be submitted by email to:

Heather Constant  
Portfolio Councillor  
[Heather.constant@muskodayfn.ca](mailto:Heather.constant@muskodayfn.ca)

In submitting a proposal, the consultant acknowledges that they have read, understood, and accepted the terms and conditions of the Request for Proposals in full. Muskoday First Nation is not responsible for any misunderstanding of the Request for Proposals.

We thank all those who express an interest in working with Muskoday First Nation.