

CLIP Request for quote #2: Immigration meta-analysis, literature, and policy review.

Background

CLIP, the Calgary Local Immigration Partnership works across sectors, organizations, and service systems to improve local capacity to welcome and support newcomers.

Through this partnership CLIP is always striving to support systemic change to advance the goal of immigrants in Calgary have a high quality of life.

Our goals are divided into four (4) categories or areas which are part of every person's life experience. These are:

1. Immigrants in Calgary are economically well.
2. Immigrants in Calgary are physically and emotionally well.
3. Immigrants in Calgary are proficient in English/French.
4. Immigrants in Calgary are fully engaged in all aspects of community life.

Project objectives

This project is looking for a skilled research consultant to summarize the large volume of information, actions, and policies which discuss these categories and synthesis the information into key indicators and action.

As this document will serve as a meta-analysis for a variety of CLIP partners, we are seeking an easy to use and understand summary of key issues that can be used as a level setting baseline for new projects and actions.

Thus, this project is not meant to be an exhaustive collation of all actions, needs, etc., within each topic. It is not meant to replace subject matter expertise. What it is meant to be is a resource on evidence based and well-established practices, actions, and policies within each category.

The primary audience for this work is not subject matter experts or front-line immigration and settlement staff. The primary audience is partner organizations in the broad or mainstream. The focus thus being on actions and advocacy issues including key underlying factors and preventative, resiliency factors, that they can incorporate in their advocacy and strategic plans to create collective action.

Consultant or team competencies

This document will serve as a reference for CLIP and partners in ensuring that current evidence is followed and to understand gaps in research and policy. The intent of this project is to catalogue and summarize in one place the current literature and policy best practices on immigrant success. As such, we are looking for an experienced professional, and/or team, who have:

- Experience in conducting literature, policy, and meta-analysis on complex topics.
- Report writing skills, able to outline approach, methodology and findings in a simple easy to use manner.
- Experience in summarizing findings into easy-to-use reports and tools.
- Experience in finding and articulating research gaps and articulating those gaps into recommendations for future actions and research.

As this is meant to be a reference document the successful proponent will also need to have demonstrated skills in creating briefings on complex topics.

Report specifications

The report will include the following components:

1. Executive summary.
2. A general summary of the key indicators of what it takes for immigrants to achieve a high quality of life, belonging and settlement in a municipality based on the literature review. This will depend on the available policy and literature, but in general we are looking for the key indicators, barriers, and systemic actions need to for those barriers to be address and success indicators realized.
3. A list of relevant policies from Calgary, Alberta, Canada, and where applicable the United Nations.
4. Five (5) policy and issue briefs on the following topics summarizing key findings and actions:
 - a. Immigrants having a high quality of life.
 - b. Immigrants being economically well.
 - c. Immigrants being physically and emotionally well.
 - d. Immigrants achieving proficiency in English/French.
 - e. Immigrants being fully engaged in all aspects of community life.
5. A detailed breakdown of literature and policy findings for each of the above five sections. This is the main body of the report. The length, depth and breath of details will depend on available research. In general, we are looking to understand the following:
 - a. The key indicators of what it takes for immigrants to achieve a high quality of life, with special consideration given to belonging and settlement in a municipality. The key barriers, and systemic actions need to for those barriers to be address and success indicators realized.
 - b. The key indicators of what it takes for immigrants to be economically well. The key barriers, and systemic actions need to for those barriers to be address and success indicators realized. Highlighting any special considerations, indicators, policy, factors, etc., at a municipal level.
 - c. The key indicators of what it takes for immigrants physical and emotional wellness. The key barriers, and systemic actions need to for those barriers to be address and success indicators realized. Highlighting any special considerations, indicators, policy, factors, etc., at a municipal level.

- d. The key indicators of what it takes for language proficiency (English/French). The key barriers, and systemic actions need to for those barriers to be address and success indicators realized. Highlighting any special considerations, indicators, policy, factors, etc., at a municipal level.
 - e. The key indicators of what it takes for immigrants to be fully engaged in all aspects of community life. The key barriers, and systemic actions need to for those barriers to be address and success indicators realized. Highlighting any special considerations, indicators, policy, factors, etc., at a municipal level.
6. Research and policy gaps identified, and recommendations for future research. This can be for areas that have limited depth or poor methodology, areas that are under researched, etc. The intent of this section is to identify future areas of research and to develop scholarship in this field.
 7. A policy brief for each area outlining any specific actions and well-established practices found in the review.
 8. Methodology and references sections.

Timeline

- January 9, 2024, request posted.
- February 4, 2024, at midnight MST, request closes.
- February 12, 2024, anticipated onboarding and start of project.
- March 25, 2024, first draft made available to CLIP for review.

Note that there may the ability to adjust the timeline to ensure quality on this request. Our focus is on quality, so if you see the timeline as a limiting factor, outline that in your proposal and provide an alternative.

Your proposal

In no more than 10 pages outline:

- Your approach and methodology to achieving the project requirements.
- You experience in meeting the outlined competencies, with 2-3 relevant examples.
- Your budget proposal to do the work outlined.
- Any timeline considerations or alternatives.

Budget

The budget for this request is \$44,000 including GST.

Additional information

CLIP will provide a service agreement to the successful proponent. Please note that this will require evidence of insurance coverage and a workers' compensation board clearance certificate.