



HAMILTON  
COMMUNITY  
FOUNDATION

For Hamilton, For Ever

**“No Child Leaves School Hungry”  
~ Developing Hamilton’s Approach  
to a Universal, School-based  
Nutrition Program**

## **Request for Proposals**

*July 29, 2010*

### **Introduction**

Many individuals and organizations are currently involved in addressing the nutritional needs of people living in poverty. Both the underlying cause as well as how best to meet people’s needs are complex. As a result, there currently exists in Hamilton a broad and varied mix of services and programs focused on food security. Of particular concern are the children whose nutritional needs are not adequately met and the impact this has on their healthy development, educational outcomes and overall wellbeing.

In its new strategic action plan, the Hamilton Roundtable for Poverty Reduction (HRPR) has identified “no child leaving school hungry” as one of its top priorities. Hamilton Community Foundation is committed to helping advance this strategy and has received generous support from a concerned donor to undertake the initial phase of work. We view the objectives of this first phase to be to:

- Articulate the scope and nature of children’s hunger in Hamilton;
- Identify key stakeholders and current initiatives related to children’s nutrition in Hamilton
- Identify effective models of school-based nutrition programs in other jurisdictions;
- With key stakeholders, develop a proposed model for an effective universal school-based nutrition program for Hamilton.

We are seeking the assistance of a consultant to undertake this work.

### **Scope of Work**

This project is envisioned to have three components:

1. Completion of an environmental scan that includes:
  - (a) The local environment, including:
    - Number and location of children who go to school hungry
    - Current model of delivering school-based nutrition programs
    - Other relevant local food security activities, for example, social enterprises, emergency food services, food banks, community gardens, etc. as they relate to school based/childhood nutrition
  - (b) The broader environment, including:
    - Relevant best practice/ most effective models of school-based nutrition programs. It is anticipated that this would include review of relevant literature and websites as well as selected telephone interviews.

***The deliverable from this component of the project is an 8-10 page discussion paper.***

2. Convene a meeting of a cross-section of key stakeholders (estimated 15-20 individuals) who have received the discussion paper in advance to discuss the following:

*“If you were starting fresh, how would you ensure that “no child in Hamilton leaves school hungry”?”*

This would include a discussion of:

- Key underlying principles of a universal school nutrition program in Hamilton
  - Identification of key components of a program
  - Identification of potential enablers as well as barriers to achieving this outcome
3. Based on the previous two components, create an “options” paper outlining 2-3 potential models for implementation, either on a pilot project or larger scale (anticipated 5-6 pages).

### **Timelines and Costs**

It is anticipated that the project as outlined would take approximately 12 days with a maximum cost of \$12,000, excluding meeting costs. All work is required to be completed by November 5, 2010.

If you are interested in undertaking this work, please submit an expression of interest, including relevant experience no later than September 9<sup>th</sup> to:

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