



REQUEST FOR PROPOSAL FOR CURRICULUM DEVELOPMENT DISCOVERY

RELEASE DATE: OCT 28, 2020

DEADLINE FOR PROPOSALS: 8 a.m. on November 9, 2020

HISTORY

WINGS Foundation Inc. (WINGS) is a nonprofit 501(c)(3) founded in Denver, Colorado with a mission to break the cycle and heal the wounds of childhood sexual abuse by providing education, advocacy and support to adult survivors, loved ones, providers and communities. WINGS was founded by and for female survivors of child sexual abuse (CSA) and incest (intra-familial abuse) out of their need to overcome the immense barriers they faced in accessing healing services. Since 1982, WINGS has evolved in innovative and inclusive ways across the Front Range of Colorado (from Boulder to Colorado Springs) and assisted thousands of CSA survivors of all genders through a highly successful support group model that shows measurable effectiveness in assisting adult survivors of CSA and their loved ones.

Today, demand for WINGS' services continues to rise. Emerging research on the neurobiology of trauma, including the Adverse Childhood Experiences Study (ACE Study), reinforces both the need for and benefit of specialized programs that support CSA survivors in their healing journey. WINGS now has the opportunity and responsibility to refine and scale its programs and services to reach CSA survivors throughout Colorado and beyond.

In 2016, WINGS aligned with the Colorado School of Public Health and community partners to conduct a community needs assessment to measure access to care issues and opportunities for CSA Survivors to strengthen the systems-wide response provided to them. Informed by this study and with support from the Colorado Office of the Attorney General, WINGS is now leading a Systems Improvement Project for CSA Survivors for the state of Colorado while undergoing a program redesign to better interface its services with this enhanced systems response. WINGS seeks dedicated and skilled professionals to assist in the implementation of this vision.

Guiding Principles: Inclusivity | Confidentiality | Empowerment | Resilience | Voice | Self-care | Accountability | Advocacy

Commitment to Diversity, Equity & Inclusion: WINGS is committed to being an anti-racist organization, grounded in intersectional principles and fostering a culture of respect and inclusion for all. We are actively engaged in a transformational process to build these principles into all aspects of our staff and volunteer leadership, policies, practices and programming. All interested vendors *must demonstrate* a high degree of competence in designing learning materials with cultural sensitivity and responsiveness as a primary goal.

FOCUS of RFP: This RFP is focused on expertise to assist with development of curriculum to support programs and services for CSA survivor and loved ones, as well as provider trainings, which will be a multi-phased approach.

There will be four phases to this project:

Phase One – Discovery, Audit and Strategy (November – Dec 2020)

Phase Two – Curriculum Plan Development: In-person & Online Learning (Jan 2021 – July 2021)

Phase Three – Beta testing & online launch: Survivor Education & Outreach (July – August 2021)



Phase Four – Beta testing & online launch: MDT Protocol development, Provider Trainings & Handbook revision completion (September – October 2021)

WINGS currently seeks a vendor for Phase One – Discovery, Audit and Strategy, only.

The curriculum strategy developed during Phase One will inform the scope of the project outlined in Phases Two through Four in 2021. WINGS will release an RFP in December 2020 for Phases Two-Four to begin in early 2021.

Core Discovery Completed in Phase One will help WINGS determine broader consultant support needed to complement internal team leads for the completion of the following longer-term deliverables:

- A redesign of the *WINGS Survivors' & Loved Ones' Guide to Healing* handbook (in partnership with clinical guidance from WINGS' Director and Associate Director of Programs & Survivor Services, Lead Clinical Consultant, Programs Committee and Program Evaluation team)
- Subject matter expertise for core learning content delivered through a WINGS website overhaul and enhanced mobile capabilities (through responsive website or a mobile app)
- Contract curriculum editing assistance needed for WINGS professional provider trainings & MDT guidebook

All contract efforts must align with best practices in adult learning and trauma recovery as guided by SAMHSA (Substance Abuse & Mental Health Services Administration) trauma-informed care principles:

1. Safety
2. Trustworthiness & transparency
3. Peer support
4. Collaboration & mutuality
5. Empowerment, voice & choice
6. Cultural, historical & gender issues

To emphasize: the clinical component of this work is being championed by a WINGS-led team of professionals trained in counseling psychology and social work and informed by a WINGS Program Committee consisting of CSA survivors, loved ones of survivors and WINGS Support Group Facilitators. The curriculum team will also include a DEI consultant ensuring survivors from traditionally marginalized populations will be well served through this program development process. All work will be informed by evaluation practices already being implemented at the guidance of an external program evaluation team, which will need to be incorporated throughout the curriculum development process.

The purpose of this RFP is to assess the level of adult learning curriculum expertise needed to ensure that upcoming psycho-educational program enhancements are written and completed with best practices in adult learning principles and guided by the wisdom of trauma-informed care.

The ideal vendor will be skilled as an adult learning professional; may have direct or indirect lived experience or other subject matter expertise relevant to WINGS' mission of serving adult survivors of CSA; and must be adept at working with teams of subject matter experts to assess the design and development of CSA survivor-centered learning curriculum as well as professional training curriculum, including evaluation metrics, to complete project deliverables.

BACKGROUND

WINGS has been in operation for 38 years, evolving organically over that time. Over the past seven years, the organization has started strategically building capacity and infrastructure to refine its model and effectively scale programming to meet the needs of CSA survivors across the state of Colorado. WINGS' flagship programming currently consists of:



1. The **CSA Survivor-Focused Outreach & Education Program** brings awareness to community constituents and service providers about the long-term consequences of childhood sexual abuse (CSA), the ways this trauma impacts adults and opportunities for healing.
2. The **Services for Survivors Program** has three components for primary/secondary victims/survivors:
 - Phone consultations,
 - Referrals to qualified therapists/agencies, and
 - Therapist-facilitated support groups, guided by the WINGS' comprehensive handbook, *Survivors' and Loved Ones' Guide to Healing*. WINGS Support Groups are a highly valuable complement to qualified, individual therapy for adults who were sexually abused as children. They are designed to provide essential knowledge to support trauma healing and build resilience, reduce isolation, promote empowerment and foster healthier boundaries and relationships, among other outcomes.
3. The **Clinical Training Program** offers opportunities for master's-level students studying counseling or psychology, as well as licensed clinicians, to receive training to serve as therapist facilitators of WINGS support groups.
4. A new **CSA Survivor Multi-Disciplinary Team (MDT) Response** is being convened by WINGS, designed to increase access for this underserved population to comprehensive services they need to heal and thrive. WINGS is co-designing this MDT response in partnership with peer providers and will create Provider Trainings on how to screen for this trauma, provide appropriate referrals and/or provide CSA-Trauma Informed Care for direct therapeutic intervention.

The end goal is to create a culturally responsive, collaborative programming model with support for CSA survivors and their loved ones in every stage of healing and excellent training for key stakeholders in ways that meet all stakeholders where they are, empowering them to move forward in supporting the healing and thriving of all CSA survivors.

NEED

WINGS has developed several tools to provide education, advocacy and support to CSA survivors, including a comprehensive website and a resource-rich handbook for group members. WINGS plans to leverage these organizational assets to create expanded resources for CSA survivors, loved ones and providers, organized within a trauma-informed and change readiness framework. This framework is essential because CSA survivors engage with WINGS at different stages of readiness for the significant journey of healing, such as precontemplation, contemplation, preparation, action and maintenance (Prochaska & DiClemente, 1982; 1986). WINGS expects this process to provide a structure for an enhanced "survivor journey" that will serve as a source of information and empowerment for adults wishing to identify and address a history of CSA trauma and those who support them.

WINGS recognizes the need for expertise in adult learning practices to ensure that all program enhancements are optimized to reach and impact those we are honored to serve: adults who experienced sexual abuse in childhood (anyone 18 and over who experienced sexual abuse before the age of 18).



PROJECT SCOPE: Core deliverables of Phase One

The selected individual or agency will work in partnership with the Executive Director, the Director and Associate Director of Programs and Survivor Services, WINGS staff and Clinical Supervisors, CSA Survivors and their Loved Ones to accomplish the following:

Facilitated Discovery & Curriculum Audit

- Audit key CSA survivor and supporter educational and outreach content for all in-person and online learning materials (for current state and desired future state) for WINGS,
- Audit WINGS core “CSA-Trauma Informed” practices and provider training plans to determine adult learning editing assistance needed for new provider trainings under development
- Contribute a list of considerations and recommendations related to adult learning best practices for both in-person and online learning, including recommendations on best learning management systems (in partnership with website subject matter expert)

Curriculum Brief and Requirements Documentation

- Develop a comprehensive adult learning curriculum strategy for approaching and successfully completing above items in collaboration with identified team leads

Additional Consulting for Future Projects (Phases Two-Four)

Note: For the items listed in this section, deliverables include building a strategy that outlines how this work will be completed in the future, not completing the actual work.

- Lead overall Survivor Education and Outreach Program Enhancements to revise core topics, format, order and flow of learning and program content by incorporating data from current evaluation work and supplementing with additional surveys and focus groups as need.
- Develop core web content relevant to CSA Survivors, loved ones and providers and work with web development team to incorporate into web design and learning management system
- Assist with identifying goals and outcomes for CSA survivor outreach video(s) as “CSA Trauma 101” learning for all audiences
- Assist in goal and outcome alignment for new provider trainings being developed by internal WINGS leads, including written and video materials, and edit Multi-Disciplinary Team Response (MDT) Protocol Guidebook that maps coordinated community response for CSA survivors
- Work with DEI consultant, staff and volunteer leaders to ensure all goals for reaching survivors from multiple social locations, including intersectional identities, are met

Budget Phase 1: \$10,000 - \$15,000

SUBMISSION CRITERIA

WINGS welcomes proposals from all interested, qualified individuals and agencies. Proposals should be no more than 8 pages (excluding supplemental documents) and at a minimum cover the following:

Statement of Qualifications – detailing your capacity and experience to address the project scope
Personal and/or Organizational Bio



Project Plan and Timeline – to execute desired outcomes for the project scope by:

Short term deadline: Phase 1 Discovery to occur November 16 – December 30, 2020

Capacity & Availability – to work with curriculum team, program committee and key stakeholders, including adult CSA survivors

Detailed Budget – line item and narrative of resources needed to meet project plan and timeline

References – contact information for at least 3 organizations who would speak about your work if contacted by WINGS

Contract shell – please provide your contract shell.

In addition to the proposal, you are encouraged to submit examples of past work products or other items that demonstrate the approach. Upon review, WINGS will schedule follow-up meetings with the top candidates before making a final decision.

RFP TIMELINE

- RFP released on October 28, 2020.
- RFP due 8 a.m. November 9, 2020.
- Work to begin Nov 16, 2020.

Please send questions and RFP submission to Lori Frasco, Director of Programs and Survivor Services, via email at lori.frasco@wingsfound.org with subject line “Curriculum Development Proposal – [name].”