

INTERACT SCALE-UP STRATEGY

Statement of Work

PROJECT OVERVIEW

The Interventions, Research and Action in Cities Team (INTERACT) is a pan-Canadian research collaboration of scientists, urban planners and citizens funded by CIHR uncovering how the design of our cities is shaping health and wellbeing of Canadians. Since 2016, INTERACT has launched in four cities – Victoria, Vancouver, Montreal and Saskatoon. We are building an interdisciplinary network of expertise in urban planning, public health, information technology, big data and artificial intelligence.

We are now looking to extend our activities by offering a comprehensive framework and a combination of solutions to evaluate the impact of urban transformations on population health and equity, while providing novel decision-making tools to guide future interventions.

OBJECTIVES

INTERACT is seeking proposals to help us scale-up our activities towards implementation in the top 25 cities of Canada and the development of a large national population health cohort, in collaboration with local and national partners. The objective of this contract is to help us secure funding to support a comprehensive urban intervention research agenda that will empower cities through decision making tools.

SCOPE OF WORK

The scope of work includes business planning and strategy, partner engagement, and grant writing. Direction and feedback will be provided by Yan Kestens, supported by INTERACT's management team. Coordination and support will be provided by Zoé Poirier Stephens, INTERACT National Coordinator.

DELIVERABLES

Phase	Timeline	Tasks
Phase 1 : Business Case Analysis	June – July 2019	<ul style="list-style-type: none">• Prepare a business plan to sustain and expand the INTERACT program• Draft an engagement plan for relevant partners identified in business plan• Propose funding structure options (for ex. government research funding, private partnerships, city access fee) and recommend preferred option

Phase 2 : Partner Meetings	September – October 2019	<ul style="list-style-type: none"> • Prepare pitch material for partner meetings and budget proposals • Identify and schedule meetings with public and private partners • Support Yan Kestens in INTERACTION program pitch • Prepare consultation report (summary of partner meetings) to feed phase 3 deliverables
Phase 3: Grant and Funding Proposals	November – December 2019	<ul style="list-style-type: none"> • Assist in the preparation of a proposal for a possible large grant (10M+)

NB: Adaptations of the proposed plan are welcome, based on your expertise.

TARGETED SCHEDULE

The target work period is six months, beginning June 2019.

EVALUATION CRITERIA

The successful respondent will:

- Have experience in securing large research grants
- Have strong expertise in business development and scaling-up research programs
- Be familiar with the Canadian health research funding landscape
- Have an experience working with cities
- Strong communication skills
- Bilingual not mandatory but an asset

PLACE OF PERFORMANCE

While INTERACT has teams based in Montreal, Vancouver, St. John's, Saskatoon and Victoria, the consultant may be based anywhere in Canada. Work could be performed at the contractor's own facility. Web meetings and in-person meetings involving travel are expected.

REQUEST FOR PROPOSALS

Interested candidates are invited to submit a proposal (maximum ten pages) outlining:

1. Relevant qualifications and background, including experience with business planning and strategy, scale-up, and grant writing.
2. Brief work plan outlining the proposed approach to the project, including key activities and timelines for achieving the stated deliverables.
3. Estimated budget.
4. Samples of previous work related to the project (e.g. health or research sector).

Please submit proposals by April 29, 2019 to

- Yan Kestens, Principal Investigator at yan.kestens@umontreal.ca
- Zoé Poirier Stephens, National Coordinator at zoe@teaminteract.ca

AVAILABLE RESOURCES

INTERACT website: teaminteract.ca | equipeinteract.ca

Proposal for scale-up produced by INTERACT for CIHR funding: www.teaminteract.ca/scale-up