

## **Advance Contract Award Notice for Training for Supporting men with lived experiences of sexual trauma**

The Department of National Defence (DND) has a requirement for the provision of virtual training for personnel employed at the Sexual Misconduct Support and Resource Centre (SMSRC) who are involved in service support delivery to men in the context of sexual misconduct. The purpose of this Advance Contract Award Notice (ACAN) is to signal the government's intention to award a contract for these services to Men and Healing, PO Box 4755 Station E, Ottawa, Ontario, K1S 5H9. Before awarding a contract, however, the government would like to provide other suppliers with the opportunity to demonstrate that they are capable of satisfying the requirements set out in this Notice, by submitting a statement of capabilities during the 15-calendar day posting period.

If other potential suppliers submit a statement of capabilities during the 15-calendar day posting period that meet the requirements set out in the ACAN, the government will proceed to a full tendering process on either the government's electronic tendering service or through traditional means, in order to award the contract.

If no other supplier submits, on or before the closing date, a statement of capabilities meeting the requirements set out in the ACAN, a contract will be awarded to the pre-selected supplier.

### **Background**

The SMSRC has a requirement for the provision of training on how to best support men affected by sexual misconduct, particularly those who have lived experiences of sexual trauma. Established in 2015, the SMSRC provides support services for currently serving and former Canadian Armed Forces members, National Defence public service employees, Cadets, and Junior Canadian Rangers affected by sexual misconduct and their families, aged 16 and older.

The objective of this requirement is to provide SMSRC personnel involved in support service delivery with virtual training on unique considerations when working with clients who identify as men in the context of sexual misconduct. The SMSRC serves a large clientele of men and requires specialized training in this field from a subject matter expert(s). Training participants will include counsellors from the Response and Support Team, counsellors from the Response and Support Coordination Team, counsellors, peer support facilitators, and peer supporters from the Peer Support Program, personnel from the Independent Legal Advice Program, practitioners from the Restorative Engagement Program and Director of Policy, Research and Partnerships personnel. The work is further described at Annex A – Statement of Work.

### **Minimum Essential Requirements**

Any interested supplier must demonstrate by way of a Statement of Capabilities that it meets the following requirements, and is able to carry out the Work described at Annex A.

1. The Contractor must have a readily available Training, that meets the Core Work description at Annex A – Statement of Work (see Part 3), with a proven delivery of 10 prior sessions, within the last two years, to clients who provide counselling and support services to men dealing with the trauma of sexual victimization.
2. The Contractor must have a resource(s) to instruct the training sessions who, individually, has:
  - a) Obtained a Canadian University Master's degree in one of the following mental health related fields, Social Work, Psychology, Sexology, or Psychotherapy;
  - b) A minimum of 10 years of experience, within the last 12 years, in providing clinical services to men with lived experiences of sexual trauma;
  - c) A minimum of 5 years of experience, within the last 6 years, in delivering training to counselling service providers on the subject of sexual victimization of men and its impacts; and

- d) Demonstrated evidence of clinical effectiveness of training (manualized model; research publications, etc.).
3. The Contractor must have the ability to provide training sessions in French and English by a proposed resource(s) with the above qualifications.

### **Justification for the Pre-Selected Supplier**

Men and Healing is the only vendor capable of providing a readily available Training on the required subject matter, as defined throughout this Notice, instructed by an individual(s) with the minimum essential experience and qualifications to be considered a subject matter expert(s) on men dealing with the trauma of sexual victimization.

Suppliers who consider themselves fully qualified and available to meet the specified requirements may submit a statement of capabilities in writing to the Contracting Authority identified in this Notice on or before the closing date of this Notice. The statement of capabilities must clearly demonstrate how the supplier meets the advertised requirements.

### **Government Contracts Regulations Exception**

The following exception to the Government Contracts Regulations is invoked for this procurement under subsection 6(d) only one person is capable of performing the contract.

### **Period of the Proposed Contract and Delivery Dates**

The proposed contract is for a period of one year, from the date of Contract Award. The Contractor grants to Canada the irrevocable option to extend the term of the contract by up to two additional one-year periods under the same conditions.

The Contractor must deliver training sessions within the Required Delivery timelines below.

<b>Session</b>	<b>Language</b>	<b>Required Delivery (post-Contract Award)</b>
1	English	within 21 calendar days
2	English	within 28 calendar days
3	English	within 35 calendar days
4	French	within 49 calendar days

### **Estimated Contract Value**

The estimated value of the contract, including the option period, is \$60,000 CAD (exclusive of GST).

### **Closing Date for a Submission of a Statement of Capability**

The closing date and time for accepting Statements of Capability is January 5, 2024 at 4:00 pm EDT. Any requests for extension to the 15-calendar day posting period must be submitted 5-calendar days prior to the closing date and time. Any inquiries or questions regarding the ACAN or Work to be completed must be submitted 5-calendar days prior to the closing date and time.

### **Inquiries and Statements of Capabilities are to be directed to:**

Kayla Tolhurst, Procurement Officer  
Department of National Defence, Sexual Misconduct Support and Resource Centre  
Telephone: 343-598-1355  
E-mail: [kayla.tolhurst@forces.gc.ca](mailto:kayla.tolhurst@forces.gc.ca)

## **Annex “A” – Statement of Work**

### **Training for Supporting men with lived experiences of sexual trauma**

#### **PART 1 – BACKGROUND AND REQUIREMENT**

The Sexual Misconduct Support and Resource Center (SMSRC) has a requirement for the provision of training on how to best support men affected by sexual misconduct, particularly those who have lived experiences of sexual trauma. Established in 2015, the SMSRC provides support services for currently serving and former Canadian Armed Forces members, current and former National Defence public service employees, Cadets, and Junior Canadian Rangers affected by sexual misconduct and their families. Services, currently, are limited to those aged 16 and older (see 2a for reference and more information).

The objective of this requirement is to provide SMSRC personnel involved in the delivery supportive care and services with virtual training on unique considerations when working with clients who identify as men in the context of sexual misconduct. The SMSRC serves a large clientele of men and requires specialized training in this field from a subject matter expert(s). Participants will include counsellors from the Response and Support Team; counsellors from the Response and Support Coordination Team; counsellors, peer support facilitators, and peer supporters from the Peer Support Program; personnel from the Independent Legal Advice Program; practitioners from the Restorative Engagement Program; and Director of Policy, Research and Partnerships personnel.

#### **PART 2 – REFERENCES**

- a) Sexual Misconduct Support and Resource Centre
- b) Government of Canada Official Languages Act

#### **PART 3 – CORE WORK**

##### **3.1 Training Sessions**

- 3.1.1 The Training Instructor must be knowledgeable of, have direct experience with, and train others on the subject of sexual victimization of men and their sexual trauma (additional information on course content under section 3.2.1).
- 3.1.2 The proposed Training must be readily available with proven delivery of 10 prior sessions, within the last two years, to clients who provide counselling and support services to men dealing with the trauma of sexual victimization.
- 3.1.3 A (one) training session must be delivered over a maximum two-day period. One day is defined as 8.5 hours inclusive of a one-hour lunch break.
- 3.1.4 Training sessions must be able to include up to thirty-five participants, that will be identified by the Technical Authority a minimum of five calendar days in advance of the session.
- 3.1.5 Training sessions must be delivered virtually using the Microsoft Teams platform, which the Contractor will facilitate and organize. The Contractor must send a Microsoft Teams meeting link to all participants a minimum of three calendar days in advance of the session.
- 3.1.6 A total of four training sessions must be offered under the initial resulting contract. The Contractor must be able to provide a resource(s) to deliver training sessions in both French and English and be compliant with the Government of Canada Official Languages Act (referenced at 2b).

3.1.7 The Instructor’s presentation slide deck and any additional informational material must be provided to the participants at least 24 hours before their training session is schedule to take place in the language in which the session will be instructed.

### 3.2 Course Content

The training content delivered must cover:

3.2.1 Theories and conceptual approaches to men’s sexual trauma:

- a) Introduction to a men-centered approach to psychotherapy;
- b) Men’s psychology and understanding of how this “coding” intersects with the lives of men facing trauma;
- c) Overview of current research on both sexual abuse and assault in men;
- d) Post-traumatic responses of how it affects men’s lives; and
- e) The recovery process and treatment modalities successful with men sexual traumatization.

3.2.2 Exploring systemic barriers and considerations that have an impact on access to care:

- a) Exploring both personal and cultural values associated with masculinity, men’s psychology, and gender specific therapeutic approaches; and
- b) Explore how societal expectations and stereotypes about masculinity can impact disclosure and recovery.

3.2.3 Evidence-based practices to support men who have experience sexual trauma:

- a) Understanding how internal mental and emotional processes involved in sexual traumatization are integrated into identity;
- b) Dissociative barriers associated to trauma and identity;
- c) Addressing anger, rage, and violence;
- d) Understanding compulsive and problematic aspects of men’s sexual behaviour;
- e) Understanding and addressing shame;
- f) Tools and strategies for supporting men affected by sexual trauma, and
- g) Self-care and healthy boundaries to prevent burn-out in care-givers.

### PART 4 – CORE WORK DELIVERABLES

The Contractor must deliver training sessions within the Required Delivery timelines outlined below, on dates specified by the Technical Authority. The Technical Authority must provide a minimum of 14 calendar days notice for Session 1, and a minimum of 21 calendar days notice for Sessions 2, 3, and 4.

Session	Language	Required Delivery (post-Contract Award)
1	English	within 21 calendar days
2	English	within 28 calendar days
3	English	within 35 calendar days
4	French	within 49 calendar days

If a Session requires rescheduling due to unforeseen circumstances, on behalf of Canada or the Contractor, the Session must be rescheduled within 48 hours of notice of the postponement for a mutually agreed upon date within 14 calendar days of the original Delivery date.

## **PART 5 – OPTIONAL SERVICES**

The Contractor may be required to provide additional training sessions, as described in the Core Work, on an as and when required basis. The Contractor will be formally tasked for this work through the issuance of a task authorization by the Contracting Authority. The Contractor must be given a minimum of 45 calendar days' notice prior to the requested session delivery date.

## **PART 6 – CONTRACTOR QUALIFICATIONS**

The Contractor must have a resource(s) to instruct the training sessions who, individually, has:

- e) Obtained a Master's degree from a recognized Canadian University in one of the following mental health related fields, Social Work, Psychology, Sexology, or Psychotherapy;
- f) A minimum of 10 years of experience, within the last 12 years, in providing clinical services to men with lived experiences of sexual trauma;
- g) A minimum of 5 years' experience, within the last 6 years, in delivering training to counselling service providers on the subject of sexual victimization of men and its impacts; and
- h) Demonstrated evidence of clinical effectiveness of training (manualized model; research publications, etc.).

The Contractor must have the ability to provide training sessions in French and English by a proposed resource(s) with the above qualifications.

## **PART 7 – CONTRACTOR WORK LOCATION AND EQUIPMENT**

The Contractor must have their own facility from which to carry out the Work. The Contractor must use their own equipment, including but not limited to computer, webcam, and headset to deliver the training sessions. The Contractor must have access to Microsoft Teams to be able to facilitate and organize virtual meetings for training delivery. Travel to and presence on DND premises is not required under the resulting Contract.