



Department	BEST PRACTICE IMPLEMENTATION
Budget Manager	AMIR RASHEED
Project Title	KNOWLEDGE TRANSLATION IMPACT: SCIRE PROJECT EVALUATION
Purpose	
<ul style="list-style-type: none">• To perform a summative evaluation of the impact of the SCIRE Project on clinical care, research, and patient (consumers) self-management, which will help inform its effectiveness, and future direction.• Refer to the Terms of Reference for more information.	
Deadline For Proposal	
An electronic, PDF copy of the bidder's full proposal must be sent to arasheed@rickhanseninstitute.org by 23 February 2012 at 12:00 PM (PST). Please state the name and date of the proposal in the text of the email.	
Evaluation and Selection Criteria	
<p>The Proposal must not exceed 6 pages and must include the following:</p> <ul style="list-style-type: none">- Project approach- Resources and team description- For each team member, identification of their role on the project team, and their total level of effort in days for the evaluation- Experience and expertise relevant to KT, program evaluation, and healthcare research synthesis. (Include resumes, and academic appointments and list of publications in appendix)- Budget and rates not to exceed \$75,000.00, include all hard cost related to the project.- A Gantt chart showing, activities and major milestones, and deliverables- A list of at least three references from current/former clients of the bidder, relating to projects of a similar nature to this evaluation <p>The proposal must be accompanied by a completed Vendor Profile Form.</p>	
RFP Process	
<ol style="list-style-type: none">1. A review committee will access the RFP response and evaluate it based on the criteria provided above. The committee may contact the applicant for more information, if considered necessary.2. Final decision for all application decisions are at the sole discretion of Rick Hansen Institute.	
CONTACT INFORMATION	
<i>Inquiries regarding this request for proposal should be directed to:</i>	
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