

Electoral Reform Project - Final Report

Request for Proposals

LCC 03-001

The Law Commission of Canada is seeking a researcher (or research team) to prepare a report based on the Commission's research and consultation for its electoral reform project.

The Law Commission has released its Discussion Paper, *Renewing Democracy: Debating Electoral Reform for Canada*, and is currently consulting with Canadians on issues related to democratic governance and voting system reform. The Commission has also funded several research projects that examine various aspects of the electoral reform debate.

The Commission would like to begin consolidating its research and consultations related to the electoral reform project. The primary responsibility of the researcher or researchers (successful candidate) will be to prepare a draft report that incorporates the Commission's work in this area. In addition to examining various issues related to democratic governance, the report will build upon the Commission's electoral reform-related research and consultation. The report will also incorporate existing research and propose areas that require further examination.

The report will address the following issues:

- Why do people feel alienated from their system of government? Is it appropriate to relate some of this discontent to the electoral system?
- Will changing the voting system help in addressing the current democratic malaise in Canada?
- Do we need to examine the ways in which our elected officials carry out their day-to-day activities? What other aspects of the electoral system need to be changed?
- What values should be reflected in the voting system? Does the current system reflect these choices? If not, would an alternative system better reflect these values?
- If changing the voting system is desirable, then how will the process of change unfold?
- What might be the impacts of changing Canada's voting system in terms of the current system of democratic governance?

The successful candidate(s) will have both a strong theoretical and empirical understanding of issues related to democratic governance and electoral reform. The successful candidate(s) will also demonstrate superior writing and analytical skills. The ability to communicate in both official languages will be a significant asset.

Applicants are encouraged to consult the [Law Commission of Canada](#) Web site for further information about the electoral reform project. The following list provides examples of Commission-funded research in this area. Interested parties may obtain copies directly from the Commission.

- *Renewing Democracy: Debating Electoral Reform in Canada: A Discussion Paper.*
- *Renewing Canadian Democracy: Citizen Engagement in Voting System Reform. Phase One: Lessons from Around the World.*
- *Report of Proceedings. Renewing Democracy: Citizen Engagement in Voting System Reform. Phase Two.*
- *Votes, Victories and Values: Probing the Issue of Electoral Reform in Canada. A background paper.*
- Request for Proposals: Values and the Electoral System (RFP# 01-11-02).

Scope of the Work

The successful candidate(s) need not be based in Ottawa but must be available to meet with Commission representatives in Ottawa during the report drafting processes. The contractor's work will be multifaceted and include:

- Participate in the exchange of ideas generated by ongoing consultations stemming from the Discussion Paper and in Commission discussions drawing from these consultations. (Please note: the successful candidate(s) may be invited to attend ongoing consultations).
- Reading and assimilating the Law Commission's background research and other materials related to the electoral reform project.
- Identify issues or topics to be addressed in the report that may require further research.
- Conceptualising and developing the analytical framework of the report.
- Preparing a detailed outline of the report.
- Work directly with Commission representatives on all aspects of the report writing process.
- Write the report, from the preliminary to final stage, and incorporate feedback from Commission representatives.

Deliverables and Timelines

Consultation for the electoral reform Discussion Paper will continue until 30 April 2003. The drafting of the report will begin in April 2003 and be completed by August 2003. The contractor must provide the Law Commission with the following deliverables by the accompanying fixed deadlines:

- Detailed outline by July 15, 2003;
- First complete draft by August 29, 2003;
- Second draft by September 30, 2003;

- Final report by November 20, 2003.

Proposals

All candidates are required to include the following materials in their submissions:

- A cover letter highlighting the candidate's qualifications and experiences, and outlining why the candidate is interested in undertaking this work for the Law Commission.
- A brief résumé (no more than three pages).
- Up to three writing samples.
- At least three references (please note: references will not be contacted without the candidate's permission).
- A basic (one-page) writing work plan that includes an outline of the steps and / or stages necessary to complete the assignment, estimates of the time and resources to be dedicated to the assignment, and the candidate's fee and / or budget expectations.

Budget Guideline

The total budget should be within the range of \$22,000 to \$25,000. Proposals must include a breakdown of fees for professional services (including research assistance, if any) and administrative expenses or institutional overhead.

Selection Criteria

Proposals will be evaluated on the basis of:

- The candidate's overall qualifications and relevant experience;
- Congruence with the objectives of this request for proposals;
- Contribution to the Law Commission's Electoral Reform project;
- Demonstrated writing and analytical skills;
- The basic work plan, including the fees and budget proposed.

Submission Details

The deadline for submitting proposals is **3:00 pm Eastern time March 21, 2003**.

Proposals should be addressed to Jocelyne Geoffroy, Senior Administration and Financial Services Officer, and sent:

By mail or courier: Law Commission of Canada
473 Albert Street, 11th Floor
Ottawa, ON K1A 0H8

By fax: (613) 946-8988