

COMPANY PROFILE

Horizons Community Development Associates Inc. is a client and community centred consulting company focused on helping communities achieve their goals. **Horizons** specializes in evaluation and research, facilitation, resource and tool development, and research-based planning for community wellness.

Based in Nova Scotia and serving Atlantic Canada, our team of three consultants and a support team of 20 research assistants and administrative staff offer value-added service to a broad range of clients, including the health sector, government agencies, not-for-profit organizations and businesses. We have a strong reputation as a solid team that produces excellent quality work. The **Horizons** staff have complementary skills and an excellent understanding of each other's strengths and abilities; we know how to maximize our collective contributions to any project we take on.

Company owners Cari Patterson and Jean Robinson-Dexter formed **Horizons** in October 2002 by assembling a talented team that share the goal of producing high quality work, while enjoying the experience of working together. With an annual income of over \$300,000, **Horizons** derives its revenues from clients in provincial government departments and agencies, the health and not for profit sectors.

Horizons Community Development Associates Inc. has a combined fifty years of experience in a broad range of skill areas:

- Applied research;
- Evaluation services;
- Educational and planning tool/resource development;
- Facilitation;
- Organizational management;
- Project coordination;
- Strategic planning;
- Program planning and development;
- Workshop development and delivery;
- Event planning and coordination;
- Advocacy; and
- Administrative/clerical support.

The **Horizons** team has developed internationally recognized resources in measuring community capacity, and is a recognized leader in health promotion and population health initiatives. We utilize these approaches to build on the strengths of our clients and work towards creative solutions for helping communities achieve their goals.

Our Projects – 2007 - 2008

Horizons' list of clients grows each year, and we are pleased to continue to work with organizations that use our services on a regular basis. Projects and clients in 2007-2008 include:

Acadia First Nation – Strategic Economic Development Strategy (2007-2008)

Horizons is currently working with the Economic Development Department of Acadia First Nation to develop its first economic development strategy. Our work includes the development of community profiles and asset maps and skills inventory of community members; a vision and goals for each community, comprehensive 5-year work plans and an evaluation plan. We are also developing skills within the First Nation community by training and working with community members to carry out the skills inventory.

Atlantic Council for International Cooperation – Policy Workshop (2008)

Horizons is delivering a workshop on the steps to develop and influence public policy in March 2008. The workshop is focused on strategies for influencing public policy as it relates to international cooperation.

Atlantic Policy Congress of First Nations Chiefs Secretariat, Inc. - Aboriginal Health Human Resources Initiative Environmental Scan (2007)

Horizons worked with the Atlantic Regional Advisory Committee for the national Aboriginal Health Human Resources Initiative (AHHRI) to conduct an environmental scan of the numbers of Aboriginal people working and training to work in health careers in Atlantic Canada, and to identify cultural competency programs for people working in Aboriginal communities. The work included conducting a document review of scans from other jurisdictions; developing and implementing a telephone survey with Aboriginal communities across Atlantic Canada; conducting an e-mail survey with health professional associations in Atlantic Canada; reviewing and interpreting preliminary findings with a group of First Nations workers from across the region; facilitating a discussion circle with key decision makers from Atlantic Canada to put the data in context; and preparing a report of the findings. As part of a capacity building approach, we hired and trained Aboriginal students to work with our senior Research Assistants in all aspects of the research process.

IWK Health Centre - CHOICES (2007)

We worked with the staff of the CHOICES program, a treatment program for adolescents between the ages of 13 and 19 whose involvement with substance use and/or gambling is having a negative impact on their lives, to carry out a scan of service providers and similar programs across Canada to determine programming options for the summer months. Our work included a scan of similar programs in other jurisdictions and the design and implementation of a series of interviews with key stakeholders and the development of a summary report.

Communities Addressing Suicide Together – CAST Tool Kit (2007-2008)

Horizons is currently working with Communities Addressing Suicide Together (CAST), a program of the Canadian Mental Health Association – Nova Scotia Division, to develop a tool kit of resources for community coalitions addressing suicide. Our work has included providing feedback and revising a draft version of the tool kit, developing new sections as required,

working with a plain language consultant and designer on the kit's format and design, providing guidance on the piloting of the tool kit and ensure preparation of final version of the tool kit.

Service Canada National Homeless Initiative - Building on Organizational Capacity to Address Homelessness among Youth (2007)

With funding support from Service Canada, *Horizons* worked with the Red Door and the Emergency Teen Shelter, two youth-serving organizations in the Annapolis Valley, to build organizational capacity to address youth homelessness. The contract focused on addressing organizational sustainability. We supported both of these partner organizations developing business plans; developing and/or updating policies and procedures manuals and volunteer manuals; contracting and supervising a consultant to prepare a feasibility study for a multi-service youth centre in the area; developing/updating communications plans; developing/updating board and staff job descriptions; and creating fund development plans. We also used our Measuring Community Capacity Resource Kit to help the Board of each organization assess its capacity along several dimensions, and determine where to best focus its efforts to strengthen the organizations.

Recreation Nova Scotia and Nova Scotia Health Promotion and Protection - Activekidsns.ca Evaluation Survey (2007)

We worked with Recreation Nova Scotia and Nova Scotia Health Promotion and Protection to develop an online survey they could use as part of an evaluation of Activekidsns.ca, which is a web-based program for increasing physical activity levels of children and youth.

Volunteer Stakeholder Committee - Community Volunteer Stakeholder Meeting (2007)

Horizons worked with an intersectoral stakeholder group to design and facilitate a meeting of diverse stakeholders from the voluntary sector across the province. The purpose of the meeting was to explore the need and a preferred model for a province-wide structure to build capacity within the volunteer community, and work in collaboration with the provincial government. We developed a summary report of the meeting results, including recommendations for moving forward, based on participants' work that day and on learnings from similar structures across Canada.

For details on these and other projects, please see the **Featured Work** section of our website www.horizonscda.ca/featured.

Our Experience with Nova Scotia Procurement Services – 2007 - 2008

Nova Scotia Advisory Commission on AIDS – Towards Establishing an Effective and Comprehensive Social Inclusion Lens for NS' Strategy on HIV/AIDS (2008)

Horizons is currently working with the NSACA to provide advice and guidance regarding the issues of gender and social inclusion in relation to Nova Scotia's Strategy on HIV/AIDS and its

implementation. This work includes the review of a number of key documents and developing responses to Commission developed guiding questions and recommendations for moving forward.

Nova Scotia Department of Community Services - Evaluation of the Canada-Nova Scotia Social Housing Agreement (2007)

In 2007, Horizons completed an evaluation of Canada-Nova Scotia Social Housing Agreement programs. This work involved conducting an evaluation literature review and a best practices program scan, developing a comprehensive evaluation framework and its associated data collection protocols, collecting data from a broad range of stakeholder groups and data sources (i.e., focus groups; key informant interviews; telephone surveys; e-mail surveys; database review; and statistical/demographic review), conducting the data analysis, and completing an evaluation report.

Nova Scotia Department of Health Promotion & Protection – Comprehensive Workplace Health Strategy Consultations (2007)

Horizons conducted consultations with selected stakeholders regarding the draft Comprehensive Workplace Health Strategy. Our work included coordinating meetings with stakeholder groups, designing and implementing the consultation meetings and developing a summary report of findings.

Nova Scotia Department of Health Promotion and Protection - Nova Scotia Seniors Falls Prevention Conference (2006-2007)

Horizons coordinated the first Seniors Falls Prevention Conference, held in March 2007, for Nova Scotia Health Promotion and Protection and its partners, Community Links, Nova Scotia Seniors Secretariat, Public Health Agency of Canada, the Nova Scotia Association of Health Organizations and the NS Department of Health. The conference, attended by over 300 delegates, was designed for front-line health care providers, leaders and policy makers from governments, district health authorities, acute care and continuing care facilities, experts in research and prevention, as well anyone at the local level who works to raise the profile of falls prevention in their community and support grassroots prevention efforts.

We were responsible for all aspects of planning the conference, including theme and program development and design (in conjunction with the Conference Committee), registration, program design and production, venue coordination (including menus and audio-visual materials), and the conference evaluation.

Nova Scotia Department of Health Promotion and Protection – Nova Scotia Seniors Falls Prevention Conference Follow-up Work – Leaders’ Forum & Taking It Home (2007)

Following the Seniors Falls Prevention Conference, *Horizons* reviewed and synthesized information gathered at two conference sessions. We developed reports that identified key themes and provided session summaries.

Nova Scotia Department of Seniors – Note-taking & Final Report – 2nd International Workshop on Seniors & Emergency Preparedness (2008)

Horizons worked with the NS Dept. of Seniors to provide note-takers for the recently hosted International Workshop on Seniors & Emergency Preparedness. Upon completion of the workshop, we are developing a final report that will include session summaries and identify crosscutting themes.

For details on these and other projects, please see the **Featured Work** section of our website www.horizonscda.ca/featured.

Standing Offer History

Our company is also very proud to have a history of being recognized on the following Standing Offer Lists for the Government of Nova Scotia (2002-2007):

- October 2002 - Communications Nova Scotia for focus groups through Communications Nova Scotia;
- May 2003 - Public Service Commission for internal group facilitation, public consultation, and human resources - program evaluation;
- June 2004 - Communications Nova Scotia for focus group research, public opinion research, and writing services;
- June 2004 - to Provide Consulting Services from for Projects in Government Departments, Offices, Agencies, Boards and Commissions of the Province of Nova Scotia;
- April 2005 - provide Consulting Services for Projects in Government Departments, Offices, Agencies, Boards and Commissions of the Province of Nova Scotia;
- September 2006 – Communications Nova Scotia - to Provide Communications Services for Projects in Government Departments, Offices, Agencies, Boards and Commissions of the Province of Nova Scotia; and
- June 2007 – to Provide consulting Services for Departments, Offices, Agencies, Boards and Commissions of the Province of Nova Scotia.

Horizons Community Development Associates Inc. is committed to working with organizations and communities to help them achieve their goals - through creative, flexible and value added service.