

162 Raven Avenue
Gaw Tlagée, Haida Gwaii



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GWAI TRUST SOCIETY - ATHLII GWAI LEGACY

REQUEST FOR PROPOSALS

PROTECTOR SERVICES

Issue Date: October 14, 2026



P.O. Box 588
Masset, B.C. V0T 1M0

162 Raven Street | Gaw Tlagée | Haida Gwaii
226 Front Street | HlGaagilda | Haida Gwaii

1. Introduction

The Gwaii Trust Society ("GTS") is inviting qualified legal professionals and law firms to submit proposals to serve as the Protector for the Athlii Gwaii Legacy Fund ("AGL Fund").

The Protector performs an independent, complaint-driven role under the Athlii Gwaii Legacy Funds Administration Policy ("Policy"). Where a complaint is not resolved through the initial resolution processes described in the Policy and is referred to the Protector, the Protector determines whether an investigation is warranted, manages any resulting written process, and provides written conclusions and, where appropriate, recommendations to GTS and the complainant.

The successful proponent will enter into a written agreement with GTS to serve as the Protector in accordance with the Policy (the "Protector Agreement").

The anticipated initial term for the Protector is two years, with the option to renew.

2. Background

GTS is a community-based organization serving Haida Gwaii and administers the AGL Fund.

The AGL Fund originated in 1988 as the South Moresby Forest Replacement Account (SMFRA), established with funding contributed by the federal and provincial governments. Following legislative changes in 2024, the fund was transferred to GTS and now operates as a perpetual fund administered by GTS.

The Policy establishes the framework for the administration, management, and disbursement of the AGL Fund, including a complaint process overseen by the Protector. The role of the Protector is to support transparency in the use of the AGL Fund.

For more information regarding the GTS and the AGL Fund, please visit our website: <https://gwaiitrust.com/history-of-athlii-gwaii-legacy/>

3. Scope of Services

The successful proponent will fulfill the role and responsibilities of the Protector in accordance with the Policy.



Services (the “Services”) may include, but are not limited to:

- Reviewing complaints and notices delivered to the Protector under the Policy;
- Determining whether a referred complaint warrants investigation;
- Conducting investigations, where appropriate;
- Reviewing and requesting information, records, and written submissions;
- Communicating with GTS, complainants, and other relevant parties;
- Preparing and delivering written conclusions and recommendations;
- Delivering reports regarding complaints; and
- Performing incidental services reasonably necessary to fulfill the Protector’s responsibilities under the Policy and the Protector Agreement.

The role is complaint-driven, and the volume and complexity of complaints may vary. GTS does not guarantee a minimum volume of work.

The Services reflect the authority given to the Protector under the Policy, including determining whether an investigation is warranted, requesting information, issuing questions, and ultimately providing conclusions and recommendations.

The Protector will be required to enter into the Protector Agreement containing certain mandatory terms.

4. Desired Qualifications

Proponents should demonstrate:

- A law degree and current membership in good standing with a Canadian law society;
- Relevant experience with complaints, investigations, dispute resolution, administrative law (including procedural fairness), or similar matters;
- Sufficient understanding of corporate and not-for-profit governance, directors’ duties and administrative decision-making;
- Experience assessing jurisdiction;
- Experience interpreting legislation, policies, agreements, and governance documents;
- Experience working with First Nations or Indigenous organizations, trusts, societies, foundations, governments, or community-based organizations;
- Demonstrated ability to act independently and impartially;
- Strong written analysis and communication skills, including an ability to communicate complex findings in plain language; and
- Experience handling sensitive and confidential matters.



5. Proposal Requirements

Proposals should include:

A. Firm/Individual Overview

- Background and ownership, where applicable;
- Office location(s);
- Years in practice; and
- Indigenous partnerships and/or experience.

B. Proposed Team

- Individual(s) proposed to serve as the Protector;
- Relevant qualifications and experience; and
- Resumes of key personnel.

C. Approach

- Candidates to specifically address: their understanding of the Protector's role under Section 7 of the Policy;
- their experience managing written submission processes and investigations;
- their proposed approach to carrying out the Services;
- their approach to confidentiality, privacy, and public reporting obligations; and
- anticipated response times for new complaint referrals; and
- how they would manage potential conflicts of interest arising during the term.

D. Relevant Experience

- Examples of similar or relevant engagements.

E. Fees

- Proposed fee structure;
- Hourly rates;
- Travel rates and assumptions, if applicable; and
- Any other anticipated costs.



F. References

- Two relevant client references.

6. Evaluation Criteria

Criteria	Weight
Relevant Experience & Qualifications	30%
Proposed Individual/Team	20%
Approach	25%
Indigenous Experience	10%
Fees	15%
Total	100%

GTS reserves the right to interview shortlisted proponents.

7. Timelines

Milestone	Date
Request for Proposals Issued	October 14, 2026
Questions Due	October 21, 2026
Proposals Due	October 23, 2026
Interviews, if required	October 26-29, 2026
Selection	November 2, 2026
Protector Agreement Start	November 4, 2026

8. Submission and Inquiries

Proposals shall be submitted electronically in PDF format by **4:00pm Pacific Time on October 23, 2026**.

Questions regarding this Request for Proposals must be submitted by **October 21, 2026**.

All proposals and inquiries should be directed to:



Latasha Williams, Chief Executive Officer

Gwaii Trust Society

latasha.williams@gwaiitrust.com

250-626-7613

Proposal Subject Line: "Proposal for Athlîi Gwaii Protector Services"

9. Reserved Rights

Gwaii Trust Society reserves the right to:

- Reject any or all proposals;
- Request clarification or additional information;
- Negotiate scope and pricing;
- Not proceed with the procurement process; and
- Award the contract in whole or in part.

10. Conflicts of Interest and Independence

The Protector is expected to perform the Services independently and impartially.

Proponents shall disclose any actual, potential, or perceived conflicts of interest, including relationships that may reasonably affect, or be perceived to affect, their ability to independently serve as the Protector.

Proponents should identify how conflicts arising during the Protector Agreement would be disclosed and managed.

11. Confidentiality

Those proponents receiving this Request for Proposals covenant and agree that neither it nor its employees shall divulge, publish, or otherwise reveal either directly or indirectly any knowledge, information or facts disclosed in relation to this Request for Proposals. All information furnished by GTS is confidential and shall remain the sole property of GTS and shall be held in strict confidence.

Except as expressly and specifically permitted in this Request for Proposals, no proponent shall have any claim for compensation of any kind whatsoever as a result of participating in this Request for Proposals, and by submitting a proposal each proponent shall be deemed to have agreed that it has no claim. This Request for Proposals does not represent a call or tender.



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All materials submitted in response to this Request for Proposals will become the property of GTS and will not be returned. GTS will consider all proposals provided as confidential, unless otherwise required by law, but reserves the right to make copies of all proposals received for its internal review and for review by GTS.

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