

INDICATIVE TIMEFRAME AND LEVEL OF EFFORT

The indicative timeframe and anticipated level of effort is as follows:

Activity	Timeframe	# of Days
Participate in an introductory / start-up meeting and potential follow-up meetings and/or email correspondence as needed in preparation for the workshop	May 12, 2025	0.5
Produce the agenda, training plan, and materials, revising as needed based on KWN's feedback	May 13, 2025	2.0
Lead four three-day workshops with representatives from 9 shelters and day centres throughout 2025 and 2027, dates to be decided in accordance with KWN team.	May 19, 20, 21, 2025	12
Prepare and analyse pre and post tests to measure levels of stress, burnout and lessons learned and their usage when working with survivors.	May 2025	1
Produce a short report on services provided with recommendations to KWN and shelters for next steps for improving supervision and staff wellbeing, preventing burnout. Revise, as needed, based on KWN comments.	June 2025	1.5
Total		17