



January 8, 2024

Re: Request for Proposal (RFP)

Dear Sir or Madam:

Chugachmiut requests proposals from gaming development companies to assist in developing a grant application for the Department of Education, Office of Elementary and Secondary Education, Rural, Insular, and Native Achievement Programs: Alaska Native Education Program (Assistance Listing Number 84.356A).

The application will be for the project of expanding Nunaka: My Village, an early childhood learning game. If the application is successful, the expansion effort will accomplish the following in the grant's 36-month award period:

- Create additional levels that will include age-appropriate educational benchmarks for children from Kindergarten through third grade
- Scaled up the difficulty and expanded play within the existing pre-K levels
- Pre-K educational strategy that aligns with Teaching Strategies Gold
- Kindergarten-3rd grade educational strategies aligned with State of Alaska education standards
- Multi-player functionality
- Scorekeeping capabilities
- "Teacher feedback loop": (i.e., the game will generate feedback on each student's performance metrics that will be viewable by teachers)
- Additional Sugs'tun and English vocabulary for existing levels
- Additional characters/avatars
- Story development

\$10,000 is available for the contract to develop the Alaska Native Education Program proposal, and up to \$4 million is available for the 36-month game development contract.

We invite your organization to submit a proposal for consideration by 5 p.m. Friday, January 12, 2024. A description of our organization, the services needed, and other pertinent information follows:

#### SERVICES TO BE PERFORMED

The successful applicant will produce a project management plan and cost estimate to expand the Nunaka educational software. This development plan and cost estimate will be tailored to form the foundation of Chugachmiut's proposal to the U.S. Department of Education, Alaska Native Education Program grant.



Specific contract responsibilities include:

1. Creative and strategic planning meetings with the Nunaka Project Team every week as a minimum.
2. Project management plan with timeline for Nunaka expansion, including objectives, clearly defined responsibilities, timelines, and milestones for accomplishing tasks over the 36-month performance period indicated by the ANEP grant program.
3. Develop a detailed cost estimate, including all applicable costs during the 36-month performance period indicated by the ANEP grant program. This cost estimate will include an itemized budget for each 12-month interval of the performance period and exact costs or estimates for personnel salaries, fringe, travel, materials and supplies, and other projected expenditures at minimum.
4. Provide comprehensive and timely support to the Nunaka Project Team and Chugachmiut Grant Writer to develop a complete and competitive proposal for the ANEP grant program.

## TIMELINE

All project deliverables must be completed by **5 p.m. AKT Tuesday, February 5, 2024**.

## BACKGROUND OF CHUGACHMIUT

Chugachmiut is an Alaska Native Tribal consortium providing healthcare, social services, and education & training to the Chugach region. The Internal Revenue Service recognizes Chugachmiut as a charitable, tax-exempt organization pursuant to section 501(C)(3) of the Internal Revenue Code. We serve the Prince William Sound and Kachemak Bay areas comprised of the following tribes: Qutekcak (Seward), Nanwalek, Port Graham, Tatitlek, Eyak (Cordova), Valdez, and Chenege. Chugachmiut was founded in 1974 with a defined mission to promote self-determination to the seven Native communities of the Chugach region, adopted in May 1994.

For more information, please visit our website at [www.chugachmiut.org](http://www.chugachmiut.org).

## PROPOSAL CONTENT

In order to simplify the evaluation process and obtain maximum comparability, Chugachmiut requires all responses to the RFP to be organized in the manner and format described below:

### A. Executive Summary

- Describe your understanding of the work to be performed and your organization's ability to perform the work within the timeframe provided.



B. Professional Experience

- Describe how and why your organization is different from other organizations. This should explain the organization's philosophy, size, structure, and qualifications for serving Tribal non-profit organizations with similar size and operations. Describe your organization's resources devoted to Tribal non-profit organizations and provide copies of newsletters or other resource materials addressing issues relevant to this organization.
- Please provide a summary of how your games have impacted people, culture, or learning.

C. Team Qualifications

- Identify the specific partners, managers, and in-charge staff who will be assigned to this engagement. Provide brief biographical sketches specifying relevant experience to the types of services requested.

D. Business Approach

- Describe how your firm will approach the proposed services, including using affiliates or staff from other locations, areas that will receive primary emphasis, and the type of assistance required from Chugachmiut's staff.

E. Fees

- Please provide a firm estimate of the fees for the services to be provided, including an estimate for the cost of the application development support and a general estimate for the 36-month expansion effort.

F. Client References

- Include a list of the relevant clients the organization has served within the past three years. Please provide names, telephone numbers, and email of references we may contact.

G. Additional Information

- Please provide a copy of your organization's most recent gaming success and reporting of its impact and outcomes. Please also include any additional information not explicitly requested but which you believe would help evaluate your proposal.

PROPOSAL TIMETABLE

RFP Distributed	January 8, 2024
Proposals due to Chugachmiut	January 12, 2024
<b>Evaluation of Proposals</b>	Jan. 15-19, 2024



Chugachmiut will also evaluate proposals on the following criteria:

- Prior experience
- Qualifications
- Understanding of work to be performed
- References
- Completeness and timeliness of the proposal

### KEY CONTACTS

Following are key contacts for information you may seek in preparing your proposal:

Phyllis Wimberley Deputy Director (907) 562-4155, [Phyllis@chugachmiut.org](mailto:Phyllis@chugachmiut.org)  
Andrew C. Garner Grants Dept. Manager (907) 334-0133, [Andrewg@chugachmiut.org](mailto:Andrewg@chugachmiut.org)

Requests for additional information and questions should be coordinated through Andrew C. Garner, Grant Department Manager. **Please return the completed proposal to my attention at the address provided.**

Sincerely,

Andrew C. Garner  
Grant Department Manager