



Request for Proposals

Consultant - Chugachmiut Education Innovation & Research Early Phase Grant FY24

INTRODUCTION

Chugachmiut requests proposals from qualified individuals or firms (henceforth referred to as the “consultant”) to partner in a five-year grant application to the federal Department of Education for the FY24 Education Innovation and Research Grant (Assistance Listing Number: 84.411C Early Phase Grants).

Chugachmiut is preparing an application for a five-year grant project that will incorporate a place-based teaching model incorporating Indigenous artists into the school curricula of three remote/rural high schools (henceforth referred to as the “Intervention”). The Intervention is expected to improve the social-emotional learning factors related to identity, belonging, and placehood—ultimately impacting comprehensive school success. The consultant will oversee and direct the implementation and alignment of the grant project into the three partner schools.

We invite consultants to submit a proposal for consideration by 5 PM AKT Thursday, July 12, 2024. The expected contract amount is \$1 million over five years, but proposals may be considered above this amount if added costs are necessary. If proposing a larger budget, please contact Chugachmiut staff before submitting a proposal.

Project Information

This project aims to enhance social-emotional learning (SEL) factors in three local high schools. Each school serves about 30 to 40 Alaska Native students and non-Native peers, and the project will produce positive outcomes specifically on identity, belonging, and placehood for student learning.

This project addresses critical gaps in remote and rural schools throughout the Chugach region, where Alaska Native perspectives are central to community identity and local knowledge. By experiencing a place-based curriculum, students will receive heritage instruction from community artists. This Intervention is expected to enhance students' identity, belonging, and connection to place.



ORGANIZATION INFORMATION

Organization:	Chugachmiut
Address:	1840 Bragaw Street, Suite 110 Anchorage, Alaska 99508
Contact:	Paul McDonogh, Department of Education Director paul@chugachmiut.org
Telephone:	(907) 562-4155
Project:	Chugachmiut Education Innovation and Research Project
Proposal Due:	5 PM AKT on Thursday, July 12, 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 Chenega. 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.

The **Chugachmiut Tribal Education Department (CTED)** is a new addition to the Chugachmiut community that is expanding with educational services activities through federal grant administration. The CTED incorporates the Chugachmiut Heritage Programs, which have a twenty-year history of documenting, recording, and teaching about the histories of our region's Sugpiaq and Eyak communities. We partner with four school districts and provide educational services that improve whole learning.

For more information on the CTED, please visit www.chugachheritageak.org.

SERVICES TO BE PERFORMED BY THE CONSULTANT

The successful applicant will develop the Intervention and assist Chugachmiut's design with three Tribal Councils and three school partners. Services will also include implementing the program and facilitating a project management plan with all stakeholders. The project plan development and cost estimate will form the foundation of Chugachmiut's proposal to the U.S. Department of Education, Innovation, and Research Grant.

Qualifications for the consultant:

- Must have extensive experience in Indigenous studies, education, community and Tribal education integration, and curriculum implementation and development.
- Must have some experience working on a federally funded grant project.
- Must strongly understand the methodology for developing and implementing curricula appropriate to Tribal communities.
- Must be willing to travel to remote/rural Alaskan communities in Southcentral Alaska.
- Must have demonstrated successful experience in:
 - Planning and developing culturally appropriate curriculum
 - Tribal education development
 - Creating whole learning models or social-emotional learning based on identity and placehood.
 - Guiding the implementation of a project to ensure deliverables are met.

Preference will be given to organizations or individuals that qualify under PL 93-638.

Specific responsibilities of the consultant include:

1. Create a pilot-year implementation plan and a four-year Intervention plan in three high schools.
 - a. Collaborate with local schools, tribal councils, and community organizations to integrate the Project into existing educational frameworks as a credit-bearing class for high school students.
2. Train educators and mentors in culturally responsive practices to support the SEL development of Alaska Native youth.
 - a. Provide ongoing coaching for all teaching staff.

3. Implement mechanisms to assess the Intervention's impact on SEL outcomes, gathering feedback from participants and stakeholders.
4. Design culturally relevant educational materials and resources that reflect Alaska Native perspectives and values.
5. Establish partnerships with local businesses and organizations to support project sustainability and community engagement.
6. Collaborate with local artists and craftsmen to design an artist-apprenticeship series and create educational materials and resources highlighting traditional art practice.
7. Collaborate with local media outlets to share project achievements, stories, and cultural insights with a broader audience.
 - a. Publish an annual yearbook, publishing students' performance and program highlights.
8. Develop and implement apprenticeship programs pairing youth with community Elders and cultural mentors to transfer traditional knowledge and values.
9. Create a resource library or online platform with curated educational materials, videos, and interactive content that support program expansion.
10. Assist the CTED in social media and public media communications campaigns and archival support for preserving and sharing local cultural stories.
11. Conduct regular meetings with a project advisory committee composed of community members, educators, and cultural experts to ensure project alignment with community needs and values.
12. Assist the project team in developing and conducting a comprehensive evaluation to measure the long-term impact of the Project on students' academic achievement, cultural pride, and community engagement.

PROPOSAL TIMELINE

RFP Distributed	June 27, 2024
Proposals due to Chugachmiut	July 12, 2024
Evaluation of Proposals	July 15, 2024
Letter of Support Must be Received	July 19, 2024
Grant Application Submitted to EIR	July 22, 2024

PROPOSAL CONTENT

To simplify the evaluation process and to obtain the 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 and your organization's ability to perform the work within the timeframe provided.

B. Professional Experience

- Identify the specific individuals or contractor(s) who will be assigned to this engagement, including the roles and responsibilities of each person. In the proposal, please provide brief biographical sketches of project staff specifying their relevant experience with the types of services requested. Attach in Appendix A all resumes or CVs of project staff.
- Describe your organization's philosophy, size, structure, and qualifications for serving Tribal non-profit organizations and/or Tribal governments. Attach in Appendix B any relevant portfolio content that may include publications or other resources that align with the scope of this Intervention.

C. Impact Statement

- Summarize your firm's vision and what makes your approach impactful to Indigenous communities. This impact statement should detail the Intervention's approaches to ensure the fundamental approach to addressing community needs of cultural connections, emotional health, and place-based learning. This impact statement may also reference any portfolio content attached in Appendix B or other appendices that demonstrates past successes.

D. Activities, Outputs, and Outcomes

- Describe how your firm will approach the proposed services to design and develop the Project.
 - i. Activities should include a list of all proposed services provided to Chugachmiut and school partners to develop the Intervention.
 - ii. Outputs should detail all key deliverables and resources the consultant will provide to Chugachmiut and school partners to develop the Intervention.

- iii. Outcomes should connect the Activities and Outputs with meaningful success during the project period and beyond. The format for outcomes is recommended to consider the short-term outcomes at the student level, the mid-term outcomes at the community level, and the long-term impact these will contribute to the growth of a place-based education series in the Chugachmiut region.
- Provide a schedule for key milestones, including submission deadlines, review periods, and project completion dates.

E. Budget and Work Plan

- Provide a detailed cost estimate and budget projections.
- Please provide a detailed work plan identifying milestones, deliverables, roles, and responsibilities. At a minimum, detail the work plan according to yearly and quarterly deliverables, with a more discrete timeline gradient if needed.

F. References

- Include two relevant clients your organization has served. Please provide names, telephone numbers, and email of references we may contact.

G. Additional Information

- To assist with your narrative, please feel invited to attach work of recent consulting with Tribal education or equivalent initiatives. The proposal narrative should reference these documents and explain their relevance to the project's outcomes. Attach all portfolio materials in Appendix B or additional appendices.
- Please also include any additional information not explicitly requested but which you believe would help evaluate your proposal. These may be attached in Appendix B, with narrative reference, or further Appendices D, E, F, etc.

PROJECT TIMELINE

All proposals must be received by **5 PM AKT on Thursday, July 12, 2024.**

If funded, the project will begin in December 2024 and continue for 60 months. The first full school year will be dedicated to project planning, evaluation planning, and developing partnerships and infrastructure with schools. Students will begin the program in September 2026 and continue each year until May 2030. The final evaluation of the program will be completed before October 2030.

EVALUATION CRITERIA

Chugachmiut will evaluate proposals on the following criteria:

a)	The extent to which qualifications for the project personnel team include relevant and extensive experience in project development and address critical aspects of the community's educational needs.	15
b)	The extent to which the Impact Statement demonstrates a vision and plan that will improve community factors related to Tribal education, place-based learning, social-emotional learning, Native language revitalization, or integration of Alaska Native cultural elements into an educational framework.	20
c)	The extent to which the described activities, outcomes, and services will meet development and design criteria for the Intervention and is aligned with project objectives and scope. This includes clarity and feasibility of the proposed approach.	40
d)	Quality of work plan, detailed cost estimates, and budget projections.	15
e)	Client and professional references. Please ensure that all references given are current as we contact all listed references.	10

SUBMISSION DETAILS

Please email complete proposals to paul@chugachmiut.org and andrewg@chugachmiut.org. If assistance is required, please contact either of the Key Contacts to receive technical assistance.

Please format the proposal in a single-spaced format using professional font and stylings in the following layout:

Proposal Outline Format:

- Project Narrative:
 - Format in order of criteria A through G in the [PROPOSAL CONTENT](#) section.
 - Include relevant tables and figures, particularly to provide a detailed Work Plan and proposed Budget.
 - The suggested length is 10 pages, although proposals that exceed the page length will still be considered. Appendix content is not considered in the page length recommendation.
- Appendix A:
 - Resumes/CVs of project staff.
- Appendix B:
 - Portfolio of relevant projects completed by the organization or contractor(s). Attachments should be referenced and described in the proposal narrative.
- Appendix C:
 - Attach a copy of the consultant's business license and insurance attestation.
 - A corporate license is required if the firm is a corporation; an individual license is required if the firm is an individual or partnership.
 - Alternatively, the proposal may include a statement from an accredited university or government division that attests the consultant is working on university/government time and under insurance.

KEY CONTACTS

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

Paul McDonogh
Department of Education Director
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(907) 562-4155

Andrew Garner
Grants Administrator
andrewg@chugachmiut.org
(907) 334-0133