



**REQUEST FOR PROPOSALS (RFP)
CULTURAL MENTORSHIP PROGRAM
POSTED: TUESDAY, JULY 5th, 2016**

Submission Deadline: 3:00 p.m. Monday, July 18th, 2016

The Mechoopda Indian Tribe of Chico Rancheria invites proposals for three (3) Cultural Mentor Contractors. Each Contractor will provide mentoring services to “at risk” youth assigned by the Tribal Youth and Wellness Program Manager.

Scope of Work:

Contractors will be responsible for providing guidance, support, and supervision to youth during all approved youth activities. All activities must be pre-authorized by the Tribal Youth and Wellness Program Manager. Progress notes will be completed and submitted weekly for every youth receiving services. Invoices must be submitted to the Tribe twice a month and Contractors will meet with the Tribal Youth and Wellness Program Manager on a weekly basis for case management consultation and planning of weekly events.

Contract award preference is given to qualified American Indians in accordance with the Indian Preference Act (Title 24 U.S. Code, Sections 472 and 473). Applicants claiming Indian preference must submit verification of Indian affiliation that is certified by the respective Tribe, or other acceptable documentation of Indian heritage.

Contract Term:

Contracts will not exceed six (6) months or exceed the maximum funding available for the RFP. Contracts may be amended upon the agreement of both parties, and all amendments will be in writing.

Proposal Objectives:

The Mechoopda Indian Tribe expects to achieve the following outcomes for these services:

1. Obtain the best value, with consideration for experience, skill, and other selection criteria, as well as price.

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2. Targeted youth will gain decision-making skills that permit them a wider range of solutions when faced with solving routine daily challenges.
3. Ability to meet the objectives of the Board of State and Community Corrections Planning and Program Divisions.

Mentors model positive and appropriate behaviors and provide opportunities for positive outlets for tribal youth.

Program activities may include:

- i. Cultural activities
- ii. Tribal language learning activities
- iii. Activities, such as
 1. Movies;
 2. Outings;
 3. Trips to the park;
 4. Barbecues or other opportunities to share meals together.

This is not an inclusive list. Proposers are free to creatively develop reward activities.

Bids should include but are not limited to:

- Proposed hourly rate and numbers of hours available to work each week;
- Proposed plan to meet the proposal objectives outlined above;
- A resume that reflects previous positions and projects that may qualify you as a potential Cultural Mentor;
- A summary of your qualifications to be a Cultural Mentor; and
- Contact information for at least three (3) references.

Proposals must be submitted to:

Mechoopda Indian Tribe of Chico Rancheria
ATTN: Paulita Hopper
125 Mission Ranch Blvd.
Chico, Ca 95926
530-899-8922 ex.214
Fax: (530) 899-8517
Email: phopper@mechoopda-nsn.gov

Proposals received after the deadline of Monday July 18th, 2016 at 3:00 p.m. will

NOT BE CONSIDERED.

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