



NORTHERN CHEYENNE TRIBE
PROCUREMENT DEPARTMENT
P.O. BOX 128
LAME DEER, MONTANA 59043



Request for Proposal (RFP)
Culturally-Based Mentoring Services
Professional Services
Northern Cheyenne Tribal Board of Health
Cottonwood Connections
March 25, 2019

The Northern Cheyenne Tribe is now accepting sealed bids for the Northern Cheyenne Culturally-based Mentoring Services Tribal Board of Health (NCTBH) Cottonwood Connections Program.

Program:

The NCTBH (Northern Cheyenne Tribal Health Board) is seeking an individual(s) or organization to provide culturally-based mentoring activities that will assist the NCBOH's Health Promotion Programs' Cottonwood Connections youth suicide prevention program. Cottonwood Connections is a 5-year culturally-based community driven suicide prevention project that will utilize Tier 1 Universal prevention strategies based in the Northern Cheyenne culture. Primary intervention targets include: community-wide education and training to promote community and trauma resilience while reducing risk factors and early identification and triage of high-risk youth. Cottonwood Connections aims to develop a comprehensive Tier 1 universal prevention strategy based on the Northern Cheyenne values of inclusion, kinship systems, reciprocity, and humility for youth ages 0-24years.

The individual/organization that provides culturally based mentoring activities will be responsible for working with the Cottonwood Connections staff to implement financial education, entrepreneurship, nutritional, traditional foods/plants and leadership development based on Cheyenne traditions and culture. By emphasizing resiliency factors such as a good support system, cultural identify, history, and self-confidence through culturally-based mentoring activities will reduce suicide risk in Cheyenne youth. In the summer of 2019, the individual/organization providing Culturally based mentoring activities will work with the Cottonwood Connections team to develop a 1-year plan offering culturally-based interventions in the community. They will help Cottonwood Connection reach youth and plan culturally-based mentoring activities for Year 4. This individual/organization must be available via phone, email, and in-person to plan and implement to implement the activities with the Cottonwood Connections' Community Health Specialist, Project Director, Workgroup, Evaluation Scientist, and identified community partners.

This individual/organization will be responsible for planning and implementing cultural based mentoring activities reaching a minimum of 100 youth. The individual/organization will be responsible for providing: a) documentation of each activity/lessons implemented,

LITTLE WOLF AND MORNING STAR - Out of defeat and exile they led us back to Montana and won our Cheyenne homeland that we will keep forever.

b) the number of youth that attended verified by a sign in sheet, and c) evaluations from participants to the Community Health Specialist.

Service/Activity and Scope of work:

1. Plan and implement a culturally based mentoring activities on the Northern Cheyenne reservation from May – September1, 2019 reaching more than 100 youth, up to age 24.
2. Must utilize peer mentors in the development of cultural activities and educational activities.
3. Must include experiential learning activities that build leadership and resilience in youth including financial education, entrepreneurship, nutritional, traditional foods/plants and leadership development based on the Northern Cheyenne culture and traditions.
4. Must have prior experience working with youth up to 24 years.
5. Must have prior experience designing and implementing culturally-based mentoring activities for youth up to 24.
6. Must be familiar with the Northern Cheyenne history, principles, and values and incorporate these into cultural mentoring program and experiential learning opportunities.
7. Must work in partnership with the Cottonwood Connections Community Health Specialist, Project Director, Workgroup, and identified community partners.
8. Must focus on mentoring activities that strengthen the resiliency of youth while addressing risk factors using a holistic approach through social support, identity, and self-confidence.
9. Must work with the Cottonwood Connections team to assess the feasibility of implementing the culturally based mentoring program annually and outcome measures associated the Tier 1 Universal Prevention Strategies.
10. This contract must cover all program costs including transportation, facilities, mentors, subcontractors, supplies and consultant time/hours worked.

REQUIRED DOCUMENTS INCLUDE THE FOLLOWING:

SELECTION PROCESS. The information request, schedule coordination, and all logistical concerns on this project can be addressed to the Northern Cheyenne Tribe’s authorized Liaison on this project, Tribal Health Administrator, (406) 477-6722.

Please submit your bid, one bid per contractor to the Northern Cheyenne Tribe Finance Office before at 4:30 p.m., April 5, 2019. **All bids must be hand delivered or mailed and marked Drum making demonstrations Services. Please send two (2) copies of the proposal. Emailed or faxed proposals will not be allowed and late proposals will not be considered. All required documents must be in the bid prior to opening and received by the bid submission deadline.** If you have any questions concerning the bid opening, please contact Renessa Russette, Procurement Officer at (406) 477-4810.

INDIAN PREFERENCE. The owner will factor Indian preference into the bid analysis process however it will in no case be the sole deciding factor in awarding work. Evidence of eligibility for

Indian preference must be submitted with the proposal. Responsible bids will be accepted from Non-Indian owned contractors. In evaluation of the bids, the Tribe may, within funding limitations, give preference in the amount of 5% above the lowest total bid, to qualified Indian owned firms.

TERO. Each contractor is required to be certified by the Tribal Employment Rights Office (TERO) prior to submitting a bid in accordance with the Northern Cheyenne TERO Ordinance. The contractor is required to comply with the requirements of the Northern Cheyenne Tribal Employment Rights Office. To receive an application for certification and information on TERO, please write to: Director, Tribal Employment Rights Office, P.O. Box 308, Lame Deer, MT 59043, or phone (406) 477-6287, and you will be directed to the appropriate personnel to assist you.

This Advertisement for Bids does not commit the N.C. Tribe to award a contract or to pay any costs incurred in the preparation of the bid(s) or to procure supplies.

The Northern Cheyenne Tribe reserves the right to reject any and all bids and to re-advertise according to the best interest of the N.C. Tribe. The N.C. Tribe reserves the right to any irregularities or informalities in regard to the bids and the bid process.

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Renessa Russette, Procurement Officer
Northern Cheyenne Tribe
P.O. Box 128
Lame Deer, MT 59043