

## Request For Proposals

Cheesh'na Tribal Council

*Leadership Capacity: Cheesh'na's Trail to Economic Change Project*

### INSTRUCTOR/FACILITATOR: Visionary Budgeting for Tribal Councils

#### Overview

The Cheesh'na Tribal Council has been in the forefront of political and economic efforts such as Indian Self Determination for decades. The Cheesh'na Tribal Council is recognized for their leadership in maintaining culture while also helping their community to progress both socially and economically. Still, there are significant challenges to be met and addressed.

Chistochina, the small rural Alaska Native village that the Cheesh'na Tribal Council serves, is isolated, has experienced significant out-migration due to joblessness, and lacks local expertise in developing new economic engines for the community. In order to overcome these challenges, the Cheesh'na Tribal Council has implemented *The Leadership Capacity: Cheesh'na's Trail to Economic Change Project*. This project provides training and mentoring for both leadership and community members so that they may engage in entrepreneurial activities that help boost the local economy.

*The Leadership Capacity: Cheesh'na's Trail to Economic Change Project* provides a contextualized framework that moves prior economic development planning and goals of the Cheesh'na Tribe into formal business structures in order to help increase the cash economy in the Copper River Region.

Aligned objective: In Years I and II, the *Leadership Capacity: Cheesh'na's Trail to Economic Change Project* will increase the capacity of Cheesh'na Tribal leadership to engage in business planning and economic development processes by 30%.

#### Scope of Services

Tribal budgets, in theory, are utilized as a tool to achieve the strategic vision of the Tribe. Then, budgeting processes are able to be operationalized into alignment with visioning processes. Unfortunately, many tribal governance bodies do not know how to engage in budgeting as visioning.

“Visionary” Budget Training – A two-day training that will be developed and taught by a qualified consultant who is familiar with tribal budgeting processes and values-based decision making. The concept is to help tribal leaders understand that where they spend their money reflects what they value. Budgets may be used as a tool for community and economic development. It is helpful for leaders to know how to both develop a budget and then use it to meet and manage strategic goals. The training will be held on-site in Chistochina and the Cheesh'na Tribal Council will be invited to participate. Other leaders in the community may be able to participate if there are unfilled seats in the intensive workshop. Workshops may be scheduled to take place between April 1<sup>st</sup> – June 1<sup>st</sup> or August 1<sup>st</sup> – September 29<sup>th</sup>.

The instructor must provide daily attendance sheets for the course. The instructor must substantively communicate with the program coordinator in order to ensure effective program implementation.

#### *Outcomes:*

- Short term--Leadership is empowered to align budget with economic and social vision in order to best leverage resources.
- Medium term--Tribal budgets will be utilized as a tool to achieve the strategic vision.
- Long Term--Budgeting processes are operationalized into alignment with visioning processes.

**The following are the criteria for selection of instructor/facilitator:**

**Please submit**

Professional Resume with current contact information

Copy of Current AK Business License

Outline of Two-Day Course Plan: Visionary Budgeting for Tribal Councils

Narrative Description of Similar Work (2-3 examples)

Narrative that Explains

- Awareness of rural context of economic development in Alaska
- Experience with budgeting and budget management
- Experience with Tribal Council processes

Three Professional References who can attest to the quality of similar work

Itemized Cost Proposal that includes travel to and from Chistochina, Alaska

**NOTES:**

- *GSA rates apply to this proposal. See current GSA rates at the following website: <http://www.defensetravel.dod.mil/site/perdiemCalc.cfm>*
- *The Leadership Capacity: Cheesh'na's Trail to Economic Change Project will provide all materials for the course, if specific materials are needed, they may be requested from the Project or they may be reimbursed as appropriate. Thus, cost of curriculum, materials and supplies need not be included in the proposal.*

Complete proposal shall be submitted via email in PDF format. Non-conforming proposal will not be considered. Please keep proposals concise. All documents submitted as part of the vendor's proposal will be deemed confidential during the evaluation process. Proposals shall be accepted through **March 21<sup>th</sup>, 2018**. If no appropriate bids are received, then the bid process shall be re-opened. The successful bidder will be notified by Friday, March 16<sup>th</sup>, 2018 via email.

The Cheesh'a Tribal Council reserves the right to cancel this solicitation at any time during the procurement process, for any reason or for no reason. The Cheesh'na Tribal Council makes no commitments expressed or implied, that this process will result in a business transaction with any vendor.

**PROGRAM CONTACT: Camille Booth @ CEDAR, LLC**

**CONTACT INFORMATION: Cell-- 907-617-8424, Email – [cbooth@cedarak.org](mailto:cbooth@cedarak.org)**