



CENTRAL COUNCIL  
*Tlingit and Haida Indian Tribes of Alaska*

Tribal Court • Andrew P. Hope Building  
320 W Willoughby Avenue, Suite 300 • Juneau, Alaska 99801

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**REQUEST FOR PROPOSAL (RFP)**  
***Multi-Community Needs Assessments***

**Issue Date:** April 6, 2021

**RFP Deadline:** May 7, 2021 at 11:59 PM (AKST)

**I. Introduction:**

The Central Council of the Tlingit & Haida Indian Tribes of Alaska (Tlingit & Haida), a federally recognized tribe, is soliciting proposals from agencies, organizations, or individuals (RFP Respondent) to conduct and analyze community needs assessments in multiple tribal communities located in Southeast Alaska. The needs assessments will help satisfy the programmatic and grant-based needs of the Tlingit & Haida Tribal Court's Victims of Crime (VOC) Community Advocacy Initiative (CAI).

This request for proposal contains background information on Tlingit & Haida's VOC CAI and specific information that must be included in the proposals submitted for review and consideration. The proposals must be submitted as a PDF electronic document to [cwestman@ccthita-nsn.gov](mailto:cwestman@ccthita-nsn.gov) by **May 7, 2021, no later than 11:59 PM (AKST)**, with the Subject Line reading "Community Needs Assessment RFP".

**II. What is the Tlingit & Haida Victims of Crime Community Advocacy Initiative (VOC CAI)?**

The Tlingit & Haida VOC CAI is intended to serve tribal citizens and those eligible for citizenship, regardless of age or location, that have experienced victimization. The services can include supports for victims and their families, relocation, community resource sharing, referrals, and other needs as they present themselves. Victimization can include, but is not limited to:

- Abandonment or Abuse of a Child
- Aggravated Assault and/or Battery
- Arson Resulting in Bodily Injury
- Assault Against a Household Member
- Battery Against a Household Member
- Boarding School Abuse
- Child Endangerment
- Criminal Sexual Contact of a Minor
- Criminal Sexual Penetration
- Dangerous Use of Explosives (Resulting in Bodily Injury)
- Domestic Violence/IPV
- Elder Abuse
- Failure to Give Information and Render Aid
- Gun Violence
- Hate Crimes
- Homicide by Vehicle or Great Bodily Injury by Vehicle (DUI)
- Human Trafficking
- Indecent exposure
- Involuntary Intoxication
- Kidnapping
- Manslaughter
- Murder
- Negligent Use of a Deadly Weapon
- Sex Trafficking
- Sexual Assault
- Stalking

### **III. Our Goals:**

The Tlingit & Haida VOC CAI seeks to meet federal funding objectives and to address the needs of our citizens that have experienced harm. We seek to complete community assessments to determine community readiness around addressing violence that is present in the communities that we serve, resource needs, gaps in service provision with a focus on resource and service accessibility for rural citizens, public safety, Elder aids, and other threats to personal safety. This information will help us determine how we can support communities through various means as suggested by tribal citizens and the input of evidence-based practice.

We also seek to examine information that may already be available through the State of Alaska (SOA) Department of Public Safety, other Federal Partners such as the Department of Justice (DOJ), non-profit agencies, and Tribal Partners that are key in offering further understanding of the types and rates of violence in rural communities and of resource provision for Tribal Citizens who have been victimized while residing in them.

### **IV. What We Are Looking for in a Partner:**

Tlingit & Haida, through memoranda of agreement, has partnered with other federally recognized tribes for their participation in this victim service project. These partners include the Hoonah Indian Association, Angoon Community Association, Klawock Cooperative Association, Craig Tribal Association, Organized Village of Kasaan, and the Organized Village of Saxman. Tlingit & Haida is seeking an RFP Respondent that can help us build in partnership with the previously named tribes to create a program that is comprehensive and informed by their communities, through respectful social data collection practices and assessment procedures.

### **V. Point of Contact:**

Cecelia Westman, the VOC CAI Coordinator with Tlingit & Haida, will be the main point of contact for this project. Please submit all questions, communications, or proposals related to this request to [cwestman@ccthita-nnsn.gov](mailto:cwestman@ccthita-nnsn.gov).

### **VI. Scope of Work Sought for With the Proposal:**

- A. Consultation and assessment with the Tlingit & Haida VOC Community Advocacy Program to further understanding of victimization, poly-victimization, direct service provision, grant objectives, and purposes to be fulfilled by the Multi-Community Needs Assessments.
- B. The generation of a survey tool to be utilized in various communities throughout SE Alaska.
- C. An assessment to be offered in community through various means, including an online digital format, via the telephone or video call, or the possibility of in-person sampling (depending on the constraints of Covid-19).
- D. Compilation and evaluation of the data, including information in comparison to or in contrast with information and data that has already been provided through previous assessments conducted by SOA, other federal partners, non-profit agencies, and other tribal partners.
- E. Suggestions of how to use the data that has been gathered to inform the VOC Community Advocacy Initiative, the services that are provided, and further supports that can be added to the programmatic plan.
- F. Data Sharing with the communities that participated in the Needs Assessments.

### **VII. Timeline for the Project:**

- A. 3-6 months from Contract Initiation Date

**VIII. Budget:**

- A. Not to exceed \$50,000.00

**IX. Selection/Initiation Timeline:**

- A. Proposals Due: May 7, 2021 11:59 PM Alaska Standard Time (AKST)
- B. Project Start Date: May 21, 2021

**X. How will RFPs be evaluated?**

RFPs will be reviewed by a panel comprised of VOC CAI staff, Tribal Court Administration, and Tlingit & Haida Administration. RFPs will be evaluated based on the merit of the proposal, its time worthiness, and the projected significance and impact of the data that is gathered and its evaluation. The following criteria will be used as a set of standards for evaluation:

1. Conformity with the VOC grant guidelines and needs for knowledge.
2. MOAs with Tribal Governments, Associations, or Organizations that have agreed on behalf of their citizens to participate in the project.
3. Cost
4. Timeframe for completion

Please refer to Section XI for Response Requirements.

**XI. Response Requirements:**

- A. Project Proposal
- B. 1-2 Samples of previous projects or research work
- C. Detailed plan for project management including:
  1. Communication
  2. Point(s) of Contact
  3. Confidentiality
  4. Consultation
  5. Supplies
  6. Tool Creation
  7. Process of Data Collection
  8. Process of Data Evaluation
  9. Application of Data to Inform Practice and Policy of VOCA Initiative
  10. Data Sharing with Communities that Participated in the Assessment
  11. Timeline
  12. Draft Budget

**Please email your proposal as a PDF to:**

Cecelia Westman, VOC Community Advocacy Coordinator: [cwestman@ccthita-nsn.gov](mailto:cwestman@ccthita-nsn.gov)

**Subject: Community Needs Assessment RFP**

**Questions** regarding the RFP will be answered until 4:30 PM (AKST) on May 7, 2021.

Questions must be directed via email to [cwestman@ccthita-nsn.gov](mailto:cwestman@ccthita-nsn.gov)

**Subject: RFP QUESTIONS AND COMMUNICATION**