REQUEST FOR PROPOSAL
Research Partnership

The Chicago American Indian Community Collaborative (CAICC) is seeking a partner to support our efforts to address the system causes of homelessness in the Native American community and improve access to necessary services, jobs and housing that is available. Working with CAICC and our member organizations in the Chicago-area. CAICC received grant support for this project from Chicago Funders Together to End Homelessness (CFTEH).

The purpose of this RFP is to solicit proposals from prospective research partners for this short-term project that will demonstrate the need for longer-term and broader support and resources.

About CAICC
Formed in 2012, CAICC is a network of fifteen Native American organizations and programs that joined together to collectively work on improving conditions for Native Americans in the Chicago area. Its inception was stirred by an overwhelming recognition that the community lacked cohesion, was virtually invisible in the City, and needed to develop a shared, comprehensive vision for improvement. Consequently, in March 2012, organizational representatives made a public commitment to participate in a process of change and crafted the following overarching goals to serve as its purpose statement:

- Establish a common vision and mission for the Chicago Native American community;
- Develop a comprehensive service and development model for the urban setting;
- Move towards collaborative community relationships internally and externally; and
- Promote understanding and respect for our culture and communities including the social, economic and spiritual spheres.

At its core, CAICC holds fast to principles of racial equity and creating a strong voice for the Native American community on issues that affect them.

Who Can Apply?
CAICC is reaching out to researchers or scholars that have a track record of community driven research. We also encourage current CAICC members to apply. Applicants could consist of individual researchers, research teams, centers, or institutes. Applicants must demonstrate experience and capacity to conduct research, evaluate programs, and analyze data results. Applicants must have direct experience with Native American communities, particularly urban communities.

Key Proposal Dates and Deadlines
Proposal Dates
07/12/24:   Requests for proposal released
08/02/24:   Proposals due by 5:00 p.m. (CST).
08/16/24:   Selection announcement made and all applicants notified

Proposal questions can be submitted via email to Marne Smiley, Facilitator, CAICC.facilitator@gmail.com

Contract and Period of Performance Dates
08/19/24 - 08/23/24: Contract negotiation and execution
09/02/24 12/02/24: Project period of performance

Project Overview, Scope of Work, and Deliverables

The final deliverable work products will be as follows:
1. A written research/needs report co-authored with CAICC that illustrates the current housing experience and needs of the Chicagoland Native American community that can inform evidence-based decision-making, advocacy, and program development.
2. A resource guide that houses a collection of social and community resources, including outreach programs, shelters, transitional housing, employment training, educational opportunities, healthcare services, and other resources to promote self-sufficiency, stability, and homelessness prevention.
3. Delivery of up to three (3) public and/or community-facing presentations sharing the outcome of the report and resource guide illustrating the current state of homelessness for Native Americans in the Chicagoland area.

Proposal Requirements
Proposal Components
1. Research project approach including specific tasks, research methodology and analysis tools, outreach strategies, and an explanation of how tasks and analysis will meet project objectives.
2. Research project schedule and budget including a detailed schedule of significant project milestones and associated deliverables and costs.
3. Research project team including a listing of key individuals and each individual's role(s) on the project.

Format
Proposals (not including experience and capabilities documentation) should not exceed five pages in length (12 point Times New Roman font).

Assumptions & Project Timeline
Qualifications and Capabilities Documentation
- Examples of at least two, no more than five, published reports or articles (if an individual is the applicant, they must be a lead or co-author. If a center/institute/team is the applicant, the center/institute/team must be a lead of co-author.) Examples can be connected to the research subject matter, but not required. Brief summary of each example should be provided.
- Web/PDF links or attachments
- Brief bios or resumes (no more than one page per person) for each member of the project team.

Assumptions
CAICC will provide the following to the selected research partner:

- Facilitation of sending any communications (for survey or information gathering purposes) to CAICC member contact.
- Contact information for individuals within CAICC member institutions that provide community support, resources, or services.
- Any additional relevant information or data available as needed.
- Overall project management support.

Overall Project Timeline

09/02/24:	Project initiation
11/15/24:	Project interim results meeting and report outline due
01/10/25:	Draft report due
01/31/25:	Final report due
02/14/25:	Resource guide draft due
02/28/25:	Final resource guide due
03/01-31/25:	Presentations are held

Budget

The fixed cost budget for this research project is not-to-exceed $25,000 plus up to $10,000 for design/collection of additional data. Total $35,000 The fixed-cost budget is inclusive of all indirect and direct costs:

- Staffing
- Travel (not required and at the discretion of the research partner)
- Overhead and IDC
- Miscellaneous expenses such as equipment, printing, research databases, publications, etc.

A payment schedule will be negotiated in consultation with the selected research partner.

Criteria/evaluation for Selection

Proposals will be evaluated on the following criteria:

1. The recommended research project approach and how it addresses project objectives
2. Experience and capabilities of the research project team
3. Budget

Principal Point of Contact

Inquiries and proposals should be directed to:

Marney Smiley

Facilitator, Chicago American Indian Community Collaborative

Facilitator.CAICC@outlook.com

Proposal questions can be submitted via email to Facilitator.CAICC@outlook.com until 5:00 p.m. (CST) on 08/09/24 . All questions will be responded to as they are received, within 2 business days.

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