REQUEST FOR PROPOSAL – RESEARCH PARTNERSHIP

The Chicago American Indian Community Collaborative (CAICC) is seeking a partner to support a research project that will begin the process of building the capacity of CAICC and its members to design, collect and analyze community data focused on Native Americans in the Chicago-area. CAICC received grant support for this project from the MacArthur Foundation.

The purpose of this RFP is to solicit proposals from prospective research partners for this short-term project with the hope that it will lead to a larger, long term partnership.

About CAICC
Formed in 2012, CAICC is a network of seventeen Native American organizations and programs that joined together to collectively work on improving conditions for Native Americans in the Chicago area. It's 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 academic or nonprofit organizations 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 can create teams that include non-institution personnel, but must have direct experience with Native American communities, particularly urban communities.

Key Research Proposal Dates and Deadlines
Proposal Dates
06/29/20:   Requests for proposal released
07/30/20:   Proposals due by 5:00 p.m. (CST).
08/10/20:   Awardee announcement made ,and all applicants notified

Proposal questions can be submitted via email to Samantha Selby, Facilitator.CAICC@outlook.com

Contract and Period of Performance Dates
08/17/20 – 08/21/20: Contract negotiation and execution
09/01/20 – 12/01/20: Project period of performance

How to Apply

All grant applications must be submitted electronically (in PDF format) by 07/30/20 before 5:00 p.m. (CST) to
Facilitator.CAICC@outlook.com

Project Overview, Scope of Work, and Deliverables
The final deliverable work product will be a written research report co-authored with CAICC, that utilizes data collected on a) education and 2) Covid19 aid. The report will include graphics where useful and quotes from community members.

CAICC is seeking a collaborative, thoughtful, and passionate research partner who will recommend and execute a project approach that meets the following research project objectives:
   A) Chicago American Indian education survey results:
      • Contextualize Native American education ; including, history and unique attributes of urban Native education,
      • Aggregate summary of survey findings and when possible comparative to other similar Native communities.
      • Complete a summary inventory of education programs within CAICC member communities that are led, supported, or implemented by CAICC members. Develop a set of criteria to measure the success of the programs.
      • Showcase a few successful case studies of education programs occurring within CAICC member communities that are being led, supported, or implemented by the CAICC members.
      • Identify considerations and challenges for successfully creating, supporting, and implementing education programs.
   B) CAICC COVID19 fund applicant data
      • Contextualize Chicago and impact on the Native American community ; including pre-Covid19 data (UIC report)
      • Aggregate summary of survey findings
      • Showcase a few successful case studies of COVID19 interventions occurring within CAICC member communities that are being led, supported, or implemented by the CAICC members.
      • Identify considerations and challenges for successfully creating, supporting, and implementing COVID19 resources.

Proposal Requirements
Proposal Components
   1. Research project approach including specific tasks, research methodology and analysis tools, and an explanation of how tasks and analysis will meet research 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 roles on the project.

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

Assumptions & Research 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 or co-author.)*. Examples can be connected to the research subject matter, but not required. o 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 contacts.
- Contact information for individuals within CAICC member institutions that have previously been identified as having education or COVID19 services.
- Any additional information or data available as needed.
- Overall project management support.

Overall Project Timeline
09/01/20: Project initiation
10/30/20: Project interim results meeting and report outline due
11/15/20: Draft report due
11/30/20: Final report due

Budget
The fixed-cost budget for this research project is not-to-exceed $12,000, plus up to $10,000 for design/collection of additional data. Total: $22,000.00 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 consult 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:
Samantha M. Selby
CAICC 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 07/20/20 . All questions will be responded to as they are received, within 2 business days.

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