



## *Red Cliff Band of Lake Superior Chippewa Indians*

88455 Pike Road. Hwy 13

Bayfield, WI 54814

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Email: [redcliff@redcliff-nsn.gov](mailto:redcliff@redcliff-nsn.gov)

### **Request for Proposal**

#### ***Cultural Services pertaining to Healing to Wellness Court***

#### **Description:**

The Red Cliff Band of Lake Superior Chippewa is seeking a Cultural Consultant that has assisted with children and families who have experienced trauma. The Consultant would have knowledge and skills on how to assist children and families from a traditional perspective. Experience with traditional Healing to Wellness Court practices preferred.

#### **Terms:**

- Communicate at least one time per month with the HTWC Coordinator about the progress of services and deliverables.
- Submit monthly reports and invoices on schedule to the HTWC Coordinator for review and submission for payment for contractual services rendered.
- A minimum of one per month in-person sessions with the Red Cliff Tribal Court Staff and HTWC Clients (May be virtual during COVID); online participation with the court sessions conducted. Contractor should utilize web-based applications to provide training sessions with program staff in addition to the in-person trainings as negotiated with the HTWC Coordinator. Coordinate with ICW Cultural sessions to provide additional services.
- Notify the HTWC Coordinator if a service cannot be performed or delivery of a product may be delayed or is not possible.
- Work with the HTWC Judge/Coordinator to reassess, correct and/or modify any inconsistencies in services or deliverables.
- Make available all work products or a description of services in writing for future program use.
- Adhere to all components of the contractual agreement.

**Term of Contract:**

Start Date: November 1, 2020

End Date: September 30, 2022

This contract is funded under the CTAS Purpose Area #3 Award. Within that grant the Court was awarded funding to create a Healing to Wellness Court and contract with a Cultural Consultant to provide expert technical assistance in the creation and functioning of said court programming.

The maximum amount allowable to be paid under the Consultant contract is **\$51,840**.

There is a line item within the funding source that would allow for reimbursement of expenses incurred by the Consultant that could be paid up to the amount of **\$9,904**. There is an additional **\$3,000** identified in supplies that can be purchased.

**Requirements for Proposal Preparation**

In addition to a detailed proposal, prospective contractors are required to submit the following:

- A letter of personal recommendation which contains examples of knowledge of the prospective contractor's experience with Ojibwe cultural.
- Membership in any cultural societies, and firsthand accounts of the contractor's involvement.
- Knowledge of Healing to Wellness Court Models
- 1 cultural consulting services client reference to include:
  - Name
  - Phone Number
  - Mailing Address
  - Email Address
- One sample of work
  - One sample of any professional written reports, guides, educational materials, agendas etc.

**Submission:**

Please submit all proposals and supporting material to:

**Red Cliff Tribal Court:**

**Attn: Gwendolyn Topping  
88445 Pike Rd Hwy 13**

**Bayfield, WI 54814**

**Email: [gwen.topping@redcliff-nsn.gov](mailto:gwen.topping@redcliff-nsn.gov)  
Phone: 715-779-3725  
Fax: 715-779-3724**

**Proposal Deadline:**

September 28, 2020 at 4:00pm

**The target population served will be the parents in need of healing from substance abuse, children of parents in homes of addiction, the caregivers and extended family.**