



**The National Native American  
Boarding School Healing Coalition**

## **REQUEST FOR PROPOSAL FOR NATIONAL BOARDING SCHOOL HEALING CONFERENCE**

**February 24, 2020**

**UPDATE: NABS has decided to postpone our annual conference until Spring 2021.**

**Due to the spread of COVID-19 and the many impacts it will have on our communities as well as the need to keep our elders and vulnerable safe, NABS is moving our conference from September 2020 to Spring 2021. We recognize that many of the conferences that were canceled recently will be made up this fall.**

**Moving our conference to next year will allow more space for these other conferences to take place. It will also allow NABS more time for planning with our venue, presenters, participants, and exhibitors. We are planning a wonderful gathering for you and hope to you in 2021.**

**PROPOSALS DUE BY: April 30, 2020**

We are seeking proposals from tribal enterprises for host venues to hold our annual national gathering for boarding school healing in the U.S.

### **I. INTRODUCTION**

#### ***Organizational Structure***

The National Native American Boarding School Healing Coalition (NABS) is a 501(c)3 non-profit organization, incorporated in June 2012 under the laws of the Navajo Nation. NABS as an organization was conceptualized at a grassroots level at a national symposium in 2011 which included leaders of the Canadian Truth and Reconciliation Commission. The Native American Rights Fund was our fiscal sponsor from 2012-2015. Today, we are a staff of 4 and a board of 7 with over 160 coalition members composed of Native and Non-Native individuals, Tribal Nations, and organizations committed to boarding school healing.

#### **VISION**

Indigenous cultural sovereignty.

#### **MISSION**

To lead in the pursuit of understanding and addressing the ongoing trauma created by the US Indian Boarding School policy.

#### ***Current Programs***

NABS currently manages several programs centered around education, advocacy, and healing. Visit [www.boardingschoolhealing.org](http://www.boardingschoolhealing.org) for more information.



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### II. RFP SCHEDULE

The following is a preliminary schedule of planned milestones for the conference. Please note that failure to submit requisite documents by the dates and times listed may result in disqualification of your bid. This schedule is subject to change by NABS as needed without notice:

RFP Issued: February 24, 2020  
Bids Due: April 30, 2020  
Award: May 31, 2020  
Conference Dates: March 29-April 1, 2021; April 5-8, 2021; or April 19-22, 2021

NABS anticipates that a successful bidder will be selected on or about the last week of May 2020.

### III. PROJECT AND SCOPE OF SERVICES

#### ***The Project: 3<sup>rd</sup> Annual Boarding School Healing Conference***

In 2018, we held our inaugural conference in Carlisle, PA to commemorate the 100-year anniversary of the closing of Carlisle Industrial Indian School—the first federal off-reservation Indian boarding school in the U.S. Just over 200 people attended from tribes and universities around the country. 57% of attendees were boarding school survivors or descendants. A boarding school descendant and Tribal leader, shared: “Very good conference. I enjoyed all the laughter, tears, comfort...Good knowledge that we need to allow others to grieve through their pain”. Other conference attendees reflected: “I’m so happy, proud, and excited to be a part of this historical event, which I know will become a national movement in our lifetime.”

In 2019, our national conference was held in Tulalip, WA, home of the former Tulalip Indian Boarding School, near Chemawa Indian School—the second federal off-reservation Indian boarding school and the longest continuously run Indian boarding school in the U.S. The conference grew to just under 250 attendees; again, with more than half being boarding school survivors or descendants. The Tulalip Tribes hosted, and we held a blanket ceremony at the closing for the boarding school survivors who attended. One conference goer, a social worker, said: “Thank you for this amazing conference. Continue doing the work of hearing and speaking the truth”. Another attendee in the academic field noted, “The level of organization and community here is extraordinary!”

Our annual conference is the only national gathering aimed at understanding and addressing boarding school impacts **in the U.S.** We look forward to coming together from Tribal Nations all over Turtle Island for our 3<sup>rd</sup> annual national discussion on boarding school truth, justice, and healing in the U.S. in 2020.

#### ***The RFP***

NABS is requesting proposals from qualified tribal enterprises to host a gathering of up to 300 people.

The successful bidder will be expected to provide full event services as well as sponsorship from a Tribal community. Scope of Services required includes:



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1. Event Services for the following:
  - Membership Meeting (Mon. AM)
  - Board Meeting (Mon. PM)
  - 3-Day Conference (Tues.-Thur.)
2. Meeting Space for Plenary Sessions, 4-6 Concurrent Sessions, and Exhibitors
3. Additional meeting space for elder's lounge and interviews,
4. Audio Visual Equipment and Support,
5. Hotel Accommodations,
6. Shuttle Transportation, and
7. Catering Services.

Budget will need to include some form of donation from Tribal Enterprise/Nation by way of any of the following: In-kind services, Conference Sponsorship, Discounts, etc.

### IV. STANDARDS AND QUALIFICATIONS

The successful bidder shall be an established Tribal Enterprise with professional references to verify event-hosting experience, experience with nonprofits and Native organizations, cultural knowledge of tribes in Indian Country, and basic historical knowledge of U.S. Indian Boarding School History.

### V. PROPOSAL REQUIREMENTS

At a minimum, proposals must contain the following information. A proposal that does not contain this information shall be deemed non-responsive and is subject to rejection.

1. Identify the bidder's availability for the weeks proposed in March/April 2021.
2. Identify the bidder's qualifications to provide event services
3. Provide description of facilities and amenities.
4. Provide costs for Meeting Space, Exhibitors, Audio Visual Equipment/Support, and Catering Services, and Shuttle Transportation.
5. Identify conference rates for hotel rooms.
6. Provide at least three (3) references.
7. Identify monetary support from Tribal Enterprise/Nation.
8. Identify any deviations from this RFP.

### VI. PROPOSAL SUBMISSION PROCESS:

**All proposals will be received via email. No phone calls or snail mail.**

Proposals must include all documents in one single PDF file.

**E-mail proposals to:** [cmccleave@nabshc.org](mailto:cmccleave@nabshc.org)

**Subject Line:** Conference Proposal: YOUR NAME

**Proposal deadline is Friday, April 30, 2020 at 11:59 p.m., CST**

If further information is needed to complete your proposal, please email your questions.



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## **VII. ADDITIONAL INFORMATION**

This RFP does not commit NABS to award a contract or pay any costs associated with the preparation and presentation of a proposal. NABS reserves the right to revise the selection process and, in its sole discretion, to accept or reject any or all responses to this RFP. NABS may negotiate with or request additional information from any or all considered bidders. NABS may waive informalities or irregularities in a proposal.

The successful bidder will be required to enter into a written contract with NABS. The successful bidder will be required to carry all appropriate insurance, such as professional liability, errors and omissions and general liability coverages. The successful bidder must not engage in discriminatory conduct.