
Karuk Community Health Clinic
64236 Second Avenue
Post Office Box 316
Happy Camp, CA 96039
Phone: (530) 493-5257
Fax: (530) 493-5270

Karuk Tribe



Administrative Office

Phone: (530) 493-1600 • Fax: (530) 493-5322
64236 Second Avenue • Post Office Box 1016 • Happy Camp, CA 96039

Karuk Dental Clinic
64236 Second Avenue
Post Office Box 1016
Happy Camp, CA 96039
Phone: (530) 493-2201
Fax: (530) 493-5364

Request for Proposals

24-RFP-026

For More Information: Scott Aseltine, Education Director, (530) 493-1600 ext. 2034, saseltine@kaurk.us
Proposal Deadline: June 20, 2024 no later than 5:00 PM (Pacific Standard Time)

The Karuk Tribe requests proposals for the following Scope of Work required for **Cultural Mentors** for the **Yaan'iiftihan ikyávaansa Summer Youth Gathering** from June 24, 2024, through June 28, 2024, at the Klamath River Resort Inn in Happy Camp. Areas of interest include (but are not limited to) regalia making, preserving and processing Native foods, basket weaving, gathering, traditional knowledge of plants/animals/aquatic species, storytelling, Karuk language and other historical and traditional ecological knowledge. Cultural Mentors will be responsible for the following:

- Agree to implement at least 1 culturally based activity per scheduled time block.
- Be available for blocked time sets from June 24th through June 28, 2024. There will be day and evening blocks that will be held outdoors.
- Must be at least 21 years of age.
- Will be responsible for the students they are assigned and must know their names and faces.
- Will be knowledgeable of the Karuk Student Code of Conduct and other general instructions given to the students before the youth gathering and enforce these instructions throughout the youth gathering.
- Will adhere to the scheduled itinerary provided by the Karuk Youth Gathering Planning Committee.
- Agree to their scheduled time blocks and responsibilities given to them for the entire duration of the Summer Youth Gathering schedule.
- Agree to the rule of three. No cultural mentor, Karuk staff person or volunteer may be alone with a single child where others cannot observe the cultural mentor, staff or volunteer.
- Will keep the assigned group of students throughout the event or event activity, including time on the bus if necessary.
- Understand that the assigning of consequences or using physical restraint rests with the Karuk Youth Gathering Planning Committee. Report any major and/or continued infractions to a committee member as soon as possible.
- Understand that sensitive information about a student's abilities, relationships, or background must be kept confidential.
- Are required to have a background check completed before becoming a cultural mentor at the Tribe's expense.
- Agree to Karuk Tribe and school district policies in addition to all state and federal laws and;

- Active participation of 1 – 3 hours: \$100.00 Stipend
- Active participation of 4 - 6 hours: \$200.00 Stipend
- Active participation of one day (over 6 hours): \$400.00 Stipend

Responses to this Request for Proposals MUST include the following:

- 1) Background information on the details and origin of knowledge.
- 2) Detailed proposed cultural project.
- 3) Three client references.

Responses must be hand, mail, or email delivered by June 20, 2024 no later than 5:00 pm (Pacific Standard Time) to:

Emma Perez, Contract Compliance Specialist
Karuk Tribe – Administration Office
64236 Second Avenue
P.O. Box 1016
Happy Camp, CA 96039
Faxes will NOT be accepted
Emails will be accepted at: emmaleeperez@karuk.us

Indian Preference will apply in the selection process in accordance with the Indian Preference Act of 1934 (Title 25, USC, Section 47) and/or the Tribal Employment Rights Ordinance (TERO), based on funding source requirements.

All contracts that exceed \$2,500.00 shall be subject to a two percent (2%) Tribal Employment Rights Fee in accordance with the TERO Ordinance.

If applicable, construction contracts in excess of \$2,000, when required by Federal grant program legislation, are subject to compliance with the Davis-Bacon Act (40 USC 276a to a-7) as supplemented by Department of Labor regulations (29 CFR part 5).

A background check consisting of employment history, professional references, and criminal check may be conducted. Applicants will be required to pass the background check in accordance to the Karuk Tribe Personnel Policy and Federal/State/Tribal requirements.

24-RFP-026:

Proposal Submitted by:

Name: _____ **Phone Number:** _____

E-mail: _____ **Fax Number:** _____

Area of Cultural Knowledge (May list more than one):

Provide details of the proposed cultural project including length of time, number of days, necessary supplies, and project sight accommodations (tables, chairs, electricity, water, etc.):

List up to three references with phone numbers below:

1) _____

2) _____

3) _____

Other Comments:

Indian Preference will apply in the selection process in accordance with the Indian Preference Act of 1934 (Title 25, USC, Section 47) and/or the Tribal Employment Rights Ordinance (TERO), based on funding source requirements.

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