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



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

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

Request for Proposals

24-RFP-044

For More Information: Scott Asetline, Education Director, (530) 493-1600 ext. 2034, sasetline@kaurk.us
Proposal Deadline: June 21st, 2024 no later than 5:00 PM (Pacific Standard Time)

The Karuk Tribe requests proposals for the following Scope of Work required for **Youth Leadership Mentors** for the Yaan’iiftihan ikyávaansa Youth Gathering from June 24, 2024 through June 28, 2024 at the Klamath River Resort Inn in Happy Camp.

- Active participation of 1 – 3 hours: \$50.00 Stipend
- Active participation of 4 - 6 hours: \$100.00 Stipend
- Active participation of one day (over 6 hours): \$200.00 Stipend

Areas of interest (but not limited to) are:

- Regalia Making
- Preserving and Processing Native Foods
- Basketweaving/Gathering
- Traditional Knowledge of plants/animals/aquatic species
- Storytelling
- Karuk Language Speakers
- Other cultural and historical knowledge, including traditional land management practices

The selected individual will be responsible for:

1. Youth Leadership Mentors will be available for blocked sets of time from June 24th through June 28, 2024. There will be day and evening blocks that will be held outdoors.
2. All Youth Leadership Mentors must be at least 15 years of age and under the age of 21.
3. Youth Leadership Mentors will be paired with a Cultural Mentor for the entirety of the Summer Youth Gathering.
4. Youth Leadership Mentors will be knowledgeable of the Karuk Student Code of Conduct and other general instructions given to the students prior to the Summer Youth Gathering.
5. Youth Leadership Mentors will adhere to the scheduled itinerary provided by the Karuk Youth Gathering Planning Committee.
6. Youth Leadership Mentors agree to their scheduled time blocks and responsibilities given to them for the entire duration of their Summer Youth Gathering schedule.

7. Youth Leadership Mentors agree to the rule of three. No Youth Cultural Mentor, Karuk staff person or volunteer may be alone with a single child where the cultural mentor, staff or volunteer cannot be observed by others.
8. Youth Leadership Mentors agree to Karuk Tribe and school district policies in addition to all state and federal laws and;
 - a. May not use, sell, provide, possess, or be under the influence of drugs or alcohol at any time throughout the duration of the event
 - b. May not use tobacco in the presence of, or within sight of, students or controlled substances including electronic cigarettes, or look-a-likes in any form
 - c. May not possess articles that can be used as weapons
 - d. May not administer medications, prescription or nonprescription, to students
9. Keep your assigned group of students with you throughout the event or event activity, including time on the bus if necessary.
10. The responsibilities for assigning consequences or using physical restraint rest with the Karuk Youth Gathering Planning Committee. Report any major and/or continued infractions to a committee member as soon as possible.
11. Sensitive information you may learn about a student's abilities, relationships, or background must be kept confidential.
12. Youth Leadership Mentors are not allowed to bring guests to the event during their shift.

Responses to this Request for Proposals MUST include the following:

1. Background information on the details and origin of knowledge.
2. Experience working with children.
3. Qualifications to be a candidate for a Youth Leadership Mentor.
4. Three client references.

Responses must be hand, mail, or email delivered by June 21st, 2024 no later than 5:00 pm (Pacific Standard Time) to:

Emma Lee 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-044:

Proposal Submitted by:

Name: _____ **Phone Number:** _____

E-mail: _____ **Address:** _____

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

List experience working with children 5 through 10 years of age:

Why would you be a good candidate for a Youth Leadership Mentor:

List up to three references with phone numbers below:

- 1) _____
- 2) _____
- 3) _____

Other Comments:
