



Red Cliff Band of Lake Superior Chippewa Indians

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Request for Proposal:

The Red Cliff Band of Lake Superior Chippewa's Project Launch is looking for an evaluator for the project period beginning August 31, 2019 and ending August 30, 2024.

The Red Cliff Tribal Council has the right to reject any and all bids.

Description:

Project Launch is a five-year grant program that fosters the healthy development and wellness of all young children (birth through age 8), preparing them to thrive in school and beyond.

The program supports grantees in:

- 1) Increasing Tribal and non-Tribal agency collaboration in the Red Cliff Early Childhood system of care.
- 2) Improve professional, parent and community member understanding of infant and early childhood mental health in relationship to child development and increase their capacity to provide nurturing social emotional supports.
- 3) Reduce family stress and increase parent capacity to provide warm, nurturing environments to support strong family relationships, improved quality of life and overall resiliency.
- 4) Universal and targeted EBP's Head Start through 3rd grade result in measurable improvements in children's social-emotional skills and competencies.

The Red Cliff tribe seeks an evaluator with knowledge of SAMHSA grants and sensitivity towards Red Cliff traditions and culture with the experience to foster a culturally appropriate evaluative process when assessing the interest, needs, and data.

Expectations:

- 1) Administrative Activities
 - a) Update and execute contractual agreement for services through fiscal year 2024
 - b) Serve as Lead Evaluator for federal grant purposes
 - c) Participate in applicable teleconferences with SAMHSA and grantee.
- 2) Local Evaluation Activities
 - a) Provide an assessment of existing data systems for possible use by LAUNCH and to establish a data system to support the collection and review of information at the Tribal, family and child level.
 - b) Support, co-construction and review of a strategic plan, and the development, implementation and reporting of local evaluation plan.
 - c) Collaborate in the development of data sharing agreements in order to meet requirements for required reporting and evaluation.
 - d) Evaluator site visits to include one or more visits for qualitative interviews and focus group data collection.
 - e) Institutional Review Board approval, if necessary, as evaluation proceeds.
- 3) Community Indicator/Surveillance Data
 - a) Assess, design and co-manage data systems including monitoring data collection through jointly developed systems, data cleaning and data quality check, writing and revising data collection forms, training staff in using data collection systems.
 - b) Work with data collectors to assure adequate systems for data collection. Responsible for oversight for data collection and data entry; provide data synthesis, and analysis.
 - c) Provide qualitative and quantitative data cleaning, synthesis and analysis of information: SAMHSA; Tribal Council reporting; community sharing; sharing with specific institutional partners; completion of required written reports; continued reports for the community as requested and other jointly-determined evaluation activities.
- 4) Federal Reporting Activities
 - a) Coordination and integration of quarterly reporting in SPARS.
 - b) Coordination of annual programmatic report and year end evaluation reporting.
 - c) Assist with preparation of annual funding renewal application, as necessary

QUALIFICATIONS AND EXPERIENCE:

- 1) Significant experience with Tribal communities utilizing a participatory community approach; knowledge of sovereignty issues related to data ownership and protection.
- 2) Ability to provide an assessment of existing data systems for possible use for LAUNCH and to assess the data system to support the collection and review of information at the Tribal, provider, family and child level.
- 3) Experience with strategic plan development, including work with design, planning and implementation of systems level and intervention level work.

- 4) Experience as technical consultants for selection and management of databases and workbooks (for individual measures, specific interventions and systems level information) and support for collaboration within and across agencies related to building capacity for data collection and sharing.
- 5) Experience with qualitative and quantitative evaluation methodologies, including measurement of longitudinal change over time across levels (child, family, provider, community).
- 6) Experience with measure selection and adaptation with consideration of Tribal norms.

Proposals must be received by **September 23, 2019** no later than 4:30PM.

Submit Proposal by mail, fax, or email to:

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