



NORTHWEST BAND OF THE SHOSHONE NATION

2575 Commerce Way
Ogden UT 94401

REQUEST FOR PROPOSAL FOR DEVELOPMENT AND IMPLEMENTATION OF TRIBAL TEMPORARY AID FOR NEEDY FAMILIES PROGRAM

Northwest Band of the Shoshone Nation
REQUEST FOR PROPOSAL
INFORMATION FOR PROPOSING FIRMS

Posting Date: November 19, 2024

Closing Date: December 20, 2024

Subject: Development and Implementation of Tribal Temporary Aid for Needy Families Program for the Northwestern Band of the Shoshone Nation

Location: Service Area of the Northwestern Band of the Shoshone Nation

Purpose:

The Northwestern Band of the Shoshone Nation (NWBSN) is requesting proposals from qualified agencies/vendors to develop and establish a Tribal Temporary Aid for Needy Families Program for Native Americans under Section 412 of the Social Security Act, as amended by PL 104-93.

The proposal should focus on:

- Providing assistance to needy families so that children can be cared for in their own homes or in the homes of relatives
- Ending the dependency of needy parents by promoting job preparation, work and marriage
- Preventing and reducing the incidence of out-of-wedlock pregnancies
- Encouraging the formation and maintenance of two-parent families
- Designing welfare programs that promote work and responsibility and strengthen families

Background Information:

Tribal Temporary Assistance for Needy Families (TANF) is a Federal and State funded program that provides time-limited assistance to needy and at-risk Native American families with children in an effort for those children to be cared for in their homes or in the homes of their relatives.

Scope:

The tasks to be accomplished under this agreement are at a minimum the following:

- Start-up analysis, development, and implementation of a Council approved TTANF project plan
- Obtain all necessary information and perform the following required steps
 - Determine and obtain baseline funding,
 - Determine caseload data,
 - Gather Tribal specific data as needed to augment information provided by state or federal agencies
- Provide negotiation expertise in working with Administration for Children and Families (ACF)
- Provide negotiation expertise in working with the Office of Family Assistance (OFA)
- Provide negotiation expertise in working with the Utah Department of Social Services
- Provide negotiation expertise required to work with any associated Tribes and Counties in the defined service area

Qualifications:

The selected firm will demonstrate:

- Experience negotiating and successfully obtaining both federal and state governments funding of TTANF programs in multiple states
- Experience in startups of several TTANF programs with differing oversight jurisdictional groups.
- At least 10 years of TTANF program operational and infrastructural capacity building leadership and management
- Strong knowledge and experience with federal, state, and county laws and regulations pertaining to TTANF
- Substantial experience with social economic data to maximize the most advantageous funding methodology for financial benefit to the Tribe
- Ten years of sustainability planning, project management, and/or regional coordination work experience, or any equivalent combination of education, training, and experience that will have provided the required knowledge, skills, and abilities.
- Experience working with a tribal government preferred.
- Experience working with multiple site programs with total budgets in excess of \$20 million
- Experience preparing written reports and documents for public dissemination
- Experience creating and giving oral presentations to a variety of audiences.
- Demonstrated discretion, tact, knowledge, judgment, and overall ability to work effectively with federal, tribal, and other professionals and facilitate participation and partnerships in program activities.
- Sensitivity to cross-cultural differences, and ability to work effectively within their context.
- Demonstrated fiscal and accounting capacity and responsibility

Reports Required:

The firm shall prepare:

- Mutually agreed upon caseload funding calculation
- Completion of comprehensive letter of intent to the appropriate oversight agencies
- Upon agreement on the caseload/funding calculation, a comprehensive Temporary Assistance for Needy Families (TFAP) for submission and negotiation with the oversight agencies
- Selection and procurement of a data reporting/case management
- Design and implement a Tribal centered delivery system for cash assistance, supportive assistance, and non-assistance services and activities
- Develop Tribal centered skills-based job descriptions to enhance recruitment capacity to hire and retain qualified staff

Proposal Contents:

The proposal should address the above qualifications and provide a fee schedule based on hourly rates, and a basic outline of a timeline for performance with due date estimates.

Evaluation:

Evaluation of proposals shall be based on the following allocation of points:

- 20 pts Prior experience in the development or management of a Tribal TANF Program
- 20 pts Knowledge and experience with federal, state, and county laws and regulations pertaining to TTANF
- 15 pts Experience working with multiple site programs with total budgets in excess of \$20 million
- 15 pts Fiscal and accounting capacity and responsibility

15 pts Fee structure and timeline
15 pts Indian preference

Indian Preference:

Bids or proposals are invited from all qualified bidders but, a minimum of 15% of the evaluation points shall be granted to bidders who demonstrate entitlement to NWBSN or Indian Preference, which points shall not be available to non-Indian bidders. Indian Preference shall be determined by firms that are at least 51% owned or operated by a member of a Federally-recognized Indian tribe

PROPOSAL SUBMISSION PROCEDURES

Invitation to Submit Proposal

The Northwest Band of the Shoshone Nation invites interested firms to submit a proposal to provide Tribal Temporary Aid for Needy Families (TTANF) program development services.

Any inquiries regarding the Tribe or this invitation should be directed to:

George Gover, Executive Director
Northwest Band of the Shoshone Nation
2575 Commerce Way
Ogden, UT 84401
Phone: (435) 734-2286
Fax: (435) 734-0424

Submission Schedule

All proposals must be received at the above address or emailed to ggover@nwbsshoshone.com with a copy to pat.obrien@amrtribal.com to be received no later than:

5:00 PM Friday, December 20, 2024