



valley vision

Community Inspired Solutions

Request For Proposal

Capital Region California Jobs First
Community Ambassador - Tribal
Valley Vision, on behalf of We Prosper Together
Open until filled

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RFP Overview

REQUEST FOR PROPOSAL: Community Ambassador - Tribal

INTERVIEW INTEREST FORM DEADLINE: Open until filled.

Questions and notices of intent to submit an interest form may be submitted via email to:

Contact Name: Valley Vision
Attn: Alana Ramsay
3400 3rd Ave,
Sacramento, CA 95817

Email Address: alana.ramsay@valleyvision.org

Phone: (O): (916) 325-1630
(C): (916) 350-0617

Valley Vision is seeking one or multiple Community Ambassadors to act as an intermediary for tribe(s) as part of **We Prosper Together**. The Community Ambassador would be responsible for helping us connect with one or more tribes and ensuring their voices are represented in our regional economic development efforts; determining technical assistance and support needs of tribes; working with Valley Vision to develop ways to address those needs; and developing strategies and recommendations for pursuing funding available to tribes.

Organizational Background

[Valley Vision](#) is a civic leadership organization dedicated to improving the livability of the Sacramento region. Through research and action, we collaborate on bold, long-term solutions that improve people's lives. Our work is guided by a triple-bottom line approach of equity, sustainability, and economic prosperity. Valley Vision is known for driving actionable research, building and managing diverse coalitions, advancing policy and education that supports triple bottom line values, and leading projects responsive to critical issues in the region, such as economic and workforce development, broadband access, food security/ food system resiliency, clean air and climate adaptation, land use planning, and more.

Valley Vision serves as the backbone organization for **We Prosper Together**.

Program Background - We Prosper Together

We Prosper Together is working to build a lasting economy that represents and meets the needs of our communities, allowing families to thrive for generations. **We Prosper Together** brings together eight counties, representing over 140 organizations across 11+ industries. Together with our partners, we are creating a more inclusive and resilient regional economy.

Community Ambassador -Tribal 2024

Our region, referred to as the Capital region, consists of the lands of the Konkow, Maidu, Bay Miwok, Plains Miwok, Sierra Miwok, Nisenan, Patwin, Washo, and Yuki peoples (counties of Colusa, El Dorado, Nevada, Placer, Sacramento, Sutter, Yolo, and Yuba).

Currently our efforts are funded through California Jobs First, a \$600 million statewide initiative to support and foster regional economic resilience in the state, creating accessible, high-quality jobs for all.

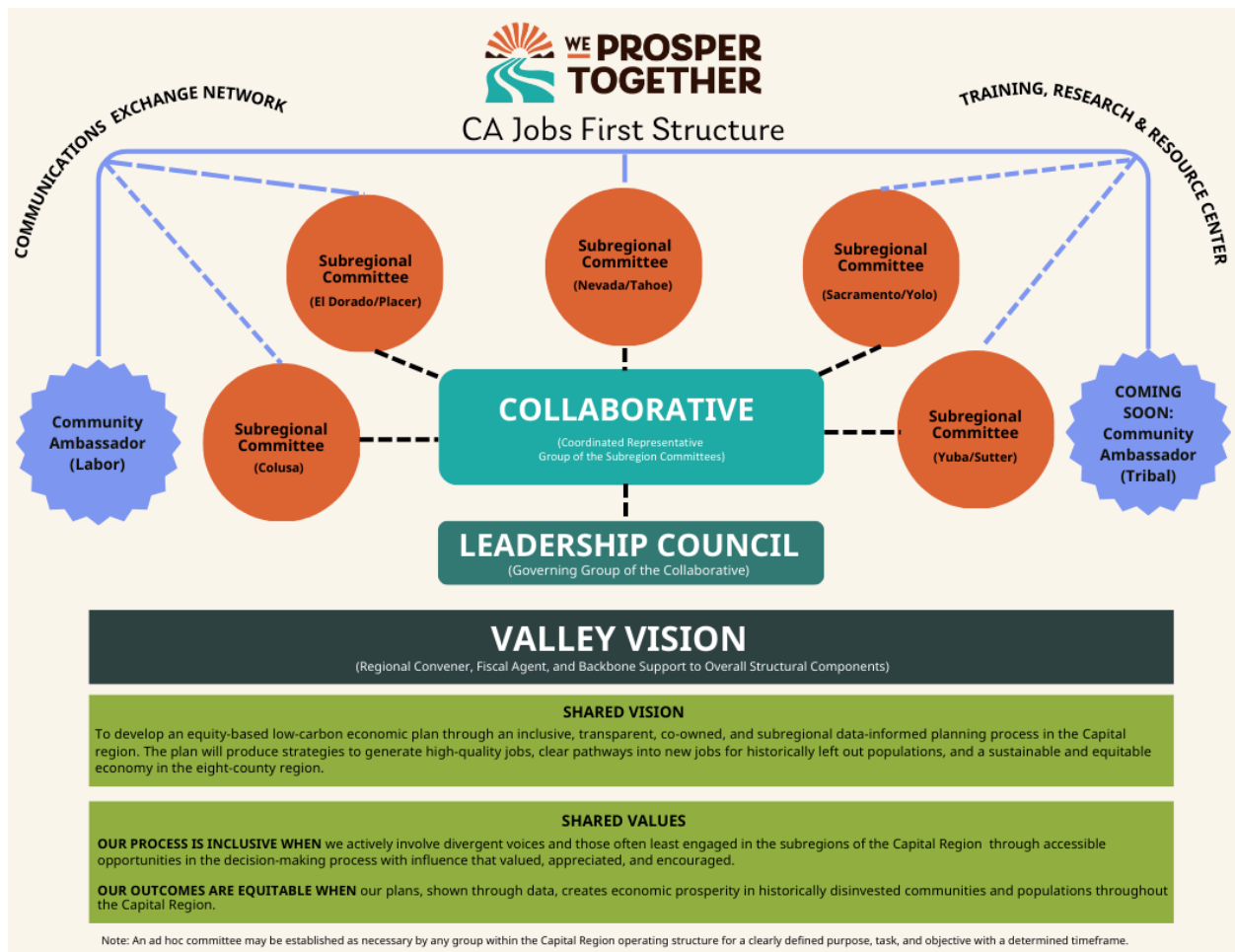
California Jobs First Funding Streams		
Fund	Description	Timeline
Planning Phase	Each region receives \$5 million to (1) establish regional Collaboratives, (2) lead research and development activities to inform economic development strategy and (3) define the Regional Economic Plans	March 2023 - September 2024
Implementation Phase	Invest \$275 million into ready-to-launch projects that align with Regional Economic Development Strategy plans in a competitive process across the state	July 2024 - September 2027
Catalyst Program	Each region will have up to \$14 million to (1) strengthen sustainability of regional inclusive economic planning entities and (2) build a pipeline of viable projects that align with CERF objectives	May 2024 - September 2026
Tribal Funding Opportunity	Invest \$25 million in economic planning and implementation projects in partnership with California Native American Tribes	May 2024 - September 2026

Project Information

COMMUNITY AMBASSADOR APPROACH

Valley Vision has conducted outreach to many communities in order to build the membership of **We Prosper Together's** regional collaborative. During this process, we have also identified needs for additional outreach and engagement to priority communities in order to fill gaps in representation. The Community Ambassador Grantee role has been established to help fill these gaps. Specifically, the Tribal Community Ambassador will be vital for bridging the gap between the tribe(s) and the resources, support, and representation they need. The Ambassador will be essential in fostering community empowerment and ensuring that tribal voices are heard in decision-making processes.

ROLE WITHIN GOVERNANCE STRUCTURE



Community Ambassadors are responsible for encouraging tribal communities to become active participants in the existing governance structure. Ambassadors will also act as advisors to the Collaborative and Leadership Council. This is not a confirmed seat on the Leadership Council;

however Community Ambassador Grantees are eligible to submit a nomination of themselves or others to sit on the Leadership Council.

ELIGIBLE APPLICANTS

Eligible applicants must:

1. Be the following type of organization(s) or individual(s):
 - Native American tribes, or a consortium of Native American tribes
 - Individuals of Native American descent with connection to Native American tribes
 - Businesses or organizations owned by Native American tribes
 - Organizations serving Native American Tribes of which the project team would consist of individuals of Native American descent with connection to Native American tribes
2. Be located or work within lands of the Konkow, Maidu, Bay Miwok, Plains Miwok, Sierra Miwok, Nisenan, Patwin, Washo, and Yuki peoples (counties of Colusa, El Dorado, Nevada, Placer, Sacramento, Sutter, Yolo, and Yuba)

Joint applications/partnerships are encouraged as long as the primary applicant (contractor) meets the above criteria.

SCOPE OF SERVICES

The selected candidate(s) will serve as a Community Ambassador to foster positive relationships and collaboration between **We Prosper Together** and Native American tribes within the Capital region. The scope of work may involve engagement with a single tribe or multiple tribes. The Community Ambassador Grantee - Tribal would be responsible for fulfilling the following duties:

1. Developing and executing a tribal engagement plan to ensure the tribe(s) are represented and actively engaged in our region's inclusive economic efforts through participation in the governance structure or a tribal subcommittee.
2. Determine the needs of the tribe(s) to participate in **We Prosper Together** and pursue available funding opportunities. These determinations will be compiled into a memo to Valley Vision. Once reviewed and discussed, the Ambassador will work with Valley Vision to identify ways to meet these needs and deliver the solutions to the tribal groups. Valley Vision will cover the cost of providing the determined needed support.
3. Developing strategies, in partnership with the Valley Vision, for the tribe(s) to pursue Tribal, Implementation, and Catalyst funding.
4. Representing tribal voice at Subregional, Collaborative and Leadership Council meetings and communicating ongoing work, findings, challenges, etc.
5. Working with other funded partners to align priorities and efforts by attending monthly coordination meetings facilitated by Valley Vision

6. Submitting monthly written reports and invoices to the Regional Convener

COMMUNITY AMBASSADOR DELIVERABLES & TIMELINE

Deliverable	Date	Description
Workplan	Within 15 days of contract execution	Create a workplan that addresses the following: <ul style="list-style-type: none"> - Key Objectives - Scope of Actions - Outreach and Engagement Plan - Roles of Staff/Subcontractors - High-Level Budget
Execution of Workplan	Upon execution through September 2024	Executing the aforementioned workplan and collecting qualitative data.
Participate in Subregional Committee Meeting	At least once per month beginning February 2024	The Community Ambassador will participate in at least one of the monthly Subregional Committee meetings. The Community Ambassador may choose which subregion to participate in.
Participate in Monthly Funded Partners Meeting	Every last Tuesday of the month from 2pm - 3:30pm <ul style="list-style-type: none"> ● February 27 ● March 26 ● April 30 	Collaborating with other contracted partners to align priorities and efforts by attending monthly coordination meetings facilitated by Valley Vision.
Participate in Collaborative and/or Leadership Council Meetings	<ul style="list-style-type: none"> ● TBD 	Representing tribal voice at Collaborative and Leadership Council meetings (up to 2 meetings per month, 1 per body) as necessary and communicating ongoing work, findings, challenges, etc.

Community Ambassador -Tribal 2024

Tribal Support Memo	April 30, 2024	Provide recommendations for supporting the tribe(s)' participation in We Prosper Together.
Tribal Support Solutions Development	April 2024 through September 2024	Based on the memo, working with Valley Vision to determine ways to deliver support to the tribe(s)
Monthly Reports	On the 7 th of each month	<p>Required reporting documents. Templates provided including:</p> <ol style="list-style-type: none"> 1. Monthly Summary Report <ol style="list-style-type: none"> a. Budget Updates b. General Progress Updates c. Lessons Learned d. Challenges 2. Outreach and Engagement Roster 3. Invoice (template not provided)

SUPPORT & RESOURCES

The Community Ambassador Grantee will attend an orientation meeting with Valley Vision to learn more about the project and expectations. Other coordination and development meetings will be scheduled as necessary. Throughout the project, support and resources will be provided in the form of staffing, information, document creation or provision, equipment, incentives for tribal participation, additional funding, etc. as determined to be necessary.

MULTIPLE CONTRACTS & PROPOSED BUDGET

We acknowledge the diverse cultural landscape and understand that effective community engagement may require tailored approaches. As such, Valley Vision is prepared to fund multiple contracts, allowing for the possibility of engaging with individual tribes or across multiple tribal communities. Applicants are encouraged to specify their preferred scope of engagement in their interest form and interviews.

The minimum grant amount for a single tribe is \$10,000. Additional funding may be negotiated based on the final contract's scope of work and number of tribes to be engaged.

SUBCONTRACTING

The Community Ambassador Grantee may subcontract with other entities as necessary to fulfill the scope of services.

CHANGE CONTROL PROCEDURE

Once under contract, changes to the Scope of Work may only be made with written approval from both the client (Valley Vision) and the service provider. Any changes that would increase the budget should also include a discussion with Valley Vision’s CFO, Creating Answers and Valley Vision’s COO, Alan Lange. The following representatives from each organization have power to approve SOW changes:

Valley Vision

- Evan Schmidt, CEO
- Maritessa Bravo Ares, Project Leader

Community Ambassador Grantee

- TBD

Interview Process & Sample Questions

INTERVIEW PROCESS

Valley Vision recognizes that many of the types of eligible applicants we are seeking may be unable to submit a written proposal. To address this, Valley Vision will use an interview process to determine the applicant that best fits the needs of the program.

To take part in the interview process, applicants will need to submit the interest form by to the project team at info@weprospertogether.org

Once the interest form is received, it will be evaluated by the project team to ensure the applicant meets the eligibility criteria. If it is determined that the eligibility criteria has been met, the applicant will receive notification to schedule a one hour virtual interview with the project team.

SAMPLE INTERVIEW QUESTIONS

Below are sample questions applicants may expect to be asked. This is not an exhaustive list of all potential questions and Valley Vision reserves the right to make amendments to these questions prior to the interview process. Once finalized, applicants will be scored in accordance with the questions via a scoring rubric.

Q #	Topic	Question
1	Introductions	Please introduce yourself, a brief summary of your background and experience, and if applicable, your title and role on the team.
2	Program Knowledge	Are you familiar with We Prosper Together or California Jobs First)? What knowledge do you have of our region’s efforts?
3	Tribal Connections	What connections do you have to Native American tribes and organizations serving Native American tribes?

Community Ambassador -Tribal 2024

4	Outreach Experience	What specific experience do you have in conducting outreach and engagement efforts within tribal communities? Can you share an example of a successful outreach initiative you've led in the past?
5	Collaboration	In this role, you will need to work collaboratively with other organizations and stakeholders. Can you share examples of successful collaborations or partnerships you've been involved in? What was your role, and what did you achieve together?
6	Conflict Resolution	Can you provide an example of a challenging situation or conflict you've encountered in your previous work related to community engagement or representation? How did you handle it, and what was the outcome?
7	Needs Assessment	This grantee role involves identifying the support and assistance needs of tribal groups for economic development? How would you plan to assess these needs?
8	Resources	What existing resources do you have that will help you fulfill the scope of work?
9	Resources	What support or resources do you envision you may need from us to help you fulfill the scope of work?
10	Questions	Do you have any questions for us?

EVALUATION CRITERIA

Proposals will be evaluated based on their alignment with the goals of the Community Ambassador initiative, the feasibility of the proposed scope of work, and the overall impact on building strong and positive relationships with Native American tribes in the region.

ESTIMATED TIMELINE

Interest Form Opens	October 10, 2023
Interest Form Due	Open until filled
Interviews	On a rolling basis
Contract Ends	September 2024

PROPOSAL AWARD EXPECTATIONS

Valley Vision shall award the contract to the applicant that best accommodates and demonstrates experience with the various project requirements. Valley Vision reserves the right to award any contract prior to the interest form deadline stated within the "Estimated Timeline"

or prior to the receipt of all interest forms, award the contract to more than one bidder, and refuse any applicant.

Community Ambassador - Tribal Interest Form

Please complete the following interest form and submit to info@weprospertogether.org as soon as possible.

Primary Contact Information	
First Name:	Last Name:
Title (if applicable):	
Preferred Email Address:	Preferred Phone Number:
Primary Organization Information (if applicable)	
Organization Name:	
Mailing Address:	
Preferred Email Address:	Preferred Phone Number:
<p>Please list the names and titles of the staff that would be working on this project. If planning to use subcontractors, please also include the name of the organization:</p>	
<p style="text-align: center;">Eligibility Criteria</p> <p>Please check all of the eligibility criteria that the primary applicant meets:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Native American tribes, or a consortium of Native American tribes <input type="checkbox"/> Individuals of Native American descent with connection to Native American tribes <input type="checkbox"/> Businesses or organizations owned by Native American tribes <input type="checkbox"/> Organizations serving Native American Tribes of which the project team would consist of individuals of Native American descent with connection to Native American tribes 	
<p>Please list the tribe(s) you are connected to and would act as an Ambassador if you were awarded this contract:</p>	
Other Relevant Information	

Please briefly describe the applicant's interest in this opportunity and relevant experience. We will go into further depth during the interview, but this will help us prepare for that process.

Any questions for us?

Glossary of Terms

Collaborative – Large, overall group with all economic influencers and subregional representatives involved in the Planning Phase. Members sit on the Subregional and Ad Hoc committees and make recommendations to the Leadership Council.

Community Ambassador Grantees - Organizations or individuals tasked with increasing active participation of priority communities. This RFP is specifically designed for Native American tribe outreach and engagement

Leadership Council – Decision-making body selected from the Collaborative.

Lead Communications Partner – The group or organization tasked with branding, website, and strategy development, selected through RFP.

Lead Research Partner – The group tasked with the research components of the regional strategy, selected through RFP.

Subregional Hub Partner(s) – The organization(s) tasked with organizing the subregional committees and executing community engagement in their subregion.