

SMALL SOLICITATION

INDIAN CHILD WELFARE ACT OUTREACH AND ENGAGEMENT

OS/POLIC-24-001-S

QUESTIONS AND RESPONSES #1

Question 1: Is there an incumbent for this work, and if so, who is it?

Response: No.

Question 2: Please confirm the maximum cost for this work is \$100,000.

Response: Small Procurements are for contracts less than \$100,000.

Question 3: For budgeting purposes, how many listening sessions with federally recognized tribes and social services administration leadership should be included in the proposal?

Response: As reflected in the description of the Scope of the Project, 1-2 listening sessions with Federally recognized Tribes and Social Services Administration leadership are expected; 1-2 virtual/remote sessions.

- Are there federally recognized tribes that the state has in mind for engaging in listening sessions, and if so, which ones?

Response: While the state seeks to be inclusive of all federally recognized tribes, we are particularly focused on engaging tribes with children in our state child welfare system. Our goal is to ensure that all relevant voices are heard, and we are open to engaging with other tribes as identified through outreach efforts.

- How many people are expected to attend?

Response: We anticipate an attendance of about 25 to 45 participants per listening session. Our primary focus is on meaningful engagement rather than the exact number of attendees, ensuring that each session provides a platform for effective dialogue and input from community members. The state expects the contractor to actively engage in outreach activities, such as coordinating with local organizations, utilizing social media platforms, and conducting follow-up reminders to maximize attendance.

- Will the listening session be longer than 4 hours?

Response: No, the listening sessions are not expected to be longer than 4 hours. Each session should be carefully structured to maximize efficiency and focus allowing for sufficient time for meaningful dialogue and input while keeping the sessions manageable and engaging.

Question 4: Will the listening sessions only be done as a virtual meeting, and if so, will DHS provide the meeting platform, or should the Contractor include this cost?

- If in-person, will DHS provide a meeting room and audio/visual equipment for the meeting?

Response: The Contractor should include the costs of virtual listening sessions, inclusive of the meeting platform and associated technology.

Question 5: Should the contractor include hours to recruit federally recognized tribal members, and if so, may a small social media ad buy be included in the budget?

Response: The Contractor will partner with DHS and the Maryland Commission on Indian Affairs to identify and contact federal and state recognized tribal representatives as well as representatives from additional indigenous communities in Maryland.

Question 6: For budgeting purposes of the listening session with Maryland American Indian and Indigenous communities and local department of social services offices, will DHS provide the meeting platform for the one remote/virtual meeting, or should the Contractor include this cost?

Response: As reflected in the description of the Scope of the Project, at least 3 listening sessions are expected, both remote and in-person: one urban/Baltimore, two regionals.

The Contractor should include the costs of virtual remote listening sessions, inclusive of the meeting platform and associated technology.

- For the two in-person, will DHS provide a meeting room and audio/visual equipment for the meeting?

Response: Space will be provided for in-person listening sessions.

- How many people are expected to attend? Will the listening session be longer than 4 hours?

Response: We anticipate an attendance of about 20 to 35 participants per listening session with Maryland American Indian and Indigenous communities and local

department of social services offices. Our primary focus is on meaningful engagement rather than the exact number of attendees, ensuring that each session provides a platform for effective dialogue and input from community members. The state expects the contractor to actively engage in outreach activities, such as coordinating with local organizations, utilizing social media platforms, and conducting follow-up reminders to maximize attendance.

The meetings are not expected to be longer than 4 hours. Each session should be carefully structured to maximize efficiency and focus allowing for sufficient time for meaningful dialogue and input while keeping the sessions manageable and engaging.

Question 7: Should the contractor include hours to recruit Maryland American Indian and Indigenous community members, and if so, may a small social media ad buy be included in the budget?

Response: The Contractor will partner with DHS and the Maryland Commission on Indian Affairs to identify and contact federal and state recognized tribal representatives as well as representatives from additional indigenous communities in Maryland.

Question 8: Will honorariums be distributed by the contractor?

Response: Honorariums to tribal and Indigenous community leaders reflect consideration of the value of their time, expertise, and the significance of their contributions. Honorariums should reflect respect and appreciation for their involvement, show respect and appreciation for the leaders' time and expertise, while ensuring fairness and alignment with common practices for tribal consultations. The Contractor should include the costs of Honoraria, inclusive of factors such as standard rates for Honorariums in similar contexts, both within Maryland and in other states, and constraints of available budget.

Question 9: The deliverables summary table indicates that Microsoft Project is to be used, would Smartsheet also be acceptable?

Response: Yes.

Question 10: In regards to the outreach with MD state-recognized tribes, is the expectation that the ICWA or the kin first framework would apply and be the basis for discussions?

Response: Yes. The expectation is that both ICWA and Maryland's kin first framework are applicable and the bases for discussions.

Question 11: Will the MCIA play a coordinating or directive role in outreach to American Indian stakeholders?

Response: The MCIA will play a coordinating role in outreach to American Indian and Indigenous community stakeholders in Maryland.