



REQUEST FOR QUALIFICATIONS

Deadline: Monday, August 17, 2026, by 5:00 PM

Location: Yreka, Orleans, and Happy Camp Communities

Questions: Florrine Super, florrinesuper@karuk.us

Project Focus: Traditional Hide Dressmaking

Position Overview

The Karuk Tribe Housing Authority invites qualified **Traditional Cultural Practitioners** to submit qualifications for consideration to provide the services described below. Up to **three (3) contractors** may be selected. One practitioner will be selected for each of our service areas: Happy Camp, Yreka, and Orleans. **Only one practitioner will be selected per service area.** Selected practitioners will deliver specialized cultural dress making sessions to guide local families and youth in traditional hide dressmaking within their assigned community. This project supports our community in maintaining strong cultural learning, traditional values, and professional development.

Program Description

Contracted practitioners will teach traditional skills by guiding participants through the full process of preparing hides and making traditional dresses. They will help participants work safely, keep track of daily attendance, and support the completion of up to 10 dresses per service area. Providers must also turn in daily sign-in sheets and invoices to receive their stipend and help meet audit requirements.

Stipend Rates

The selected contractor will receive a flat stipend of \$200 for each 4 to 6-hour workshop session. The stipend is intended to cover session preparation, instructional time, demonstrations, and hands-on assistance provided to participants during hide dress construction.

Instructor Tasks

- Lead participants through the full process of making traditional hide dresses.
- All material requests such as hides, shells, and tools will be coordinated through a designated lead, who will gather your production timeline and supply list and submit them for grant compliance and approval.
- The Contractor shall complete up to 10 high quality dresses by December 31, 2026
- Turn in daily sign-in sheets and invoices to help us meet audit rules.

Application Requirements

Please turn in a complete application packet that includes:

- Your name, phone number, and where you want to work.
- A short note about your hide dress making and cultural skills.
- Names and phone numbers for two people who know your work.

How to Submit

Responses must be hand-delivered, mailed, or faxed by **5:00 PM, Monday, August 17, 2026** to:

Nikkita Thompson, Executive Assistant

Karuk Tribe Housing Authority

635 Jacobs Way, PO Box 1159, Happy Camp, CA 96039

Fax (530)493-1416

Emails may be sent to: nthompson@karuk.us

Indian Preference This Request for Proposal is open to all qualified, responsive bidders. Indian Preference will apply in accordance with the Karuk Tribe's Tribal Employment Rights Ordinance (TERO).

KARUK TRIBE HOUSING AUTHORITY

P.O. Box 1159 • 635 Jacobs Way
Happy Camp, CA 96039
Ph: (530) 493-1414 • Fax: (530) 493-1415



1836 Apsuun Street
Yreka, CA 96097
Ph: (530) 842-1644 • Fax: (530) 842-1646

Karuk Tribe Housing Authority Request for Qualifications Submission Summary

Proposal Submitted by:

Name: _____ Phone Number: _____

Email: _____

Activity: ☐ Cultural Practitioner

Location: ☐ Orleans ☐ Happy Camp ☐ Yreka

Age: ☐ 4th – 8th

1. Attach a detailed resume or statement highlighting your qualifications and relevant project history.
2. Provide specific examples showcasing your knowledge, expertise, and experience in related work:

3. Include the names and telephone numbers of three references who can speak to your qualifications and performance:

4. Include any other relevant comments:

Indian Preference: This Request for Proposal is open to all qualified, responsive bidders. Indian Preference will apply in the selection process in accordance with the Karuk Tribe's Tribal Employment Rights Ordinance (TERO).

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.

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 with the Karuk Tribe Housing Authority Personnel Policy and Federal/State/Tribal requirements.