



July 2024

REQUEST FOR PROPOSALS:
Community Navigator Initiative
Technical Assistance and Pathways for Workforce Development
Hybrid

Project Administrator:

Coalitions and Collaboratives, Inc

<https://co-co.org>

Physical Headquarters:

2432 Downing Street Denver, CO 80210

Community Navigator Initiative Director

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ABOUT COALITIONS & COLLABORATIVES

Coalitions and Collaboratives (COCO) is a nonprofit organization with a mission to advance healthy and resilient communities through collaborative conservation and restoration, with a vision of a future where ecosystems are resilient and communities thrive together. COCO supports community-based organizations committed to climate resiliency by bringing expertise, resources, and funding.

Community Navigator Initiative:

The Community Navigator Initiative is an initiative of the USDA Forest Service intended to support frontline communities in advancing climate resiliency goals via federal funding. The Community Navigator Initiative supports:

- Tribal governments and Indigenous communities
- Low-income rural communities
- Communities at high risk of climate impacts who have historically been underserved by federal agencies
- Communities at risk of wildfire who have been historically underserved by federal agencies
- Communities that meet Climate & Economic Justice criteria within the [CEJST Screening Tool](#)

Navigators work to support these communities to overcome barriers in accessing funding and to build community capacity. *For a comprehensive description of the Community Navigator Initiative, please visit Appendix 1 of this RFP.*

PROJECT OVERVIEW

We are seeking qualified Technical Assistance teams based on a time/cost proposal, who will be available to deliver technical assistance support for frontline communities across the United States and support delivery of services to develop and expand workforce development programming for climate resilience jobs.

TECHNICAL ASSISTANCE PROGRAM (TAP) EXPECTATIONS

Technical Assistance Programs will have demonstrated prior success in launching and running technical assistance and career pathways programming in frontline communities to gain employment in related sectors. This includes a sophisticated understanding of the barriers many communities face as well as proven strategies for overcoming these barriers to deliver high-quality community-responsive programming.

Technical Assistance Programs must also demonstrate knowledge pertaining to navigating federal grants and agreements, nonprofit management, and demonstrated knowledge in building and delivering quality workforce development programming in frontline communities. This includes providing both technical and leadership programming (i.e., chainsaw training, solar installation, conflict in the workplace, meeting facilitation, etc).

The chosen Technical Assistance Program(s) is/are expected to:

- Competently perform the services described in the CNI USDA Forest Service Agreement on time
- Carry insurance as required as required by governing laws.

TECHNICAL ASSISTANCE PROGRAM SELECTION PROCESS

COCO welcomes inquiries for this opportunity on a rolling basis with priority given to those who submit proposals prior to July 31, 2024. To submit a proposal, please provide the following information:

1. *Cover Page* with your org's title, contact information, and a summary of your proposal including a total ask from Aug 2024 - July 2027
2. *3-Page Proposal (maximum)* Outlining Your Technical Assistance Program of Work from July 2024 - July 2027, including frontline communities you intend to serve. Please also outline the capacity for supporting programs that are brought to your team via the Community Navigator Initiative.
3. Org chart or staffing description describing the staffing structure you have or intend to have in place to operate the technical support outlined in your proposal
4. BUDGET for 1 year of TAP. Additional budget information for scaling the program over 3 years is welcome.
5. *2 Letters of Recommendation*. Contact information for references who can speak to your previous technical assistance program support or written commitment to using your Technical Assistance Program upon start of contract. Letters must be from frontline communities representatives.

SUBMISSION OF REQUIRED DOCUMENTS

Please send all required documents to: WorkWithUs@co-co.org

Subject Line: CNI Technical Assistance

APPENDIX 1 TECHNICAL ASSISTANT PROGRAMS CONTRACT WITH COCO

OVERVIEW

Technical Assistance Programs will support the delivery of the [USDA Forest Service Community Navigators Initiative](#). Coalitions & Collaboratives engages in this initiative in partnership with [First Nations Development Institute](#), [Federation for Southern Cooperatives](#), [Fire Adapted Communities Learning Network](#), [Hispanic Access Foundation](#), and [Alaska Native American Indian Tourism Association \(AIANTA\)](#). While each of the community-based organizations above carry out independent programs of work pertaining to the initiative, these organizations coordinate efforts to ensure eligible communities receive holistic support to meet their goals.

TIMELINE

- Proposals under this RFP should be based on an annual work plan. Opportunities exist for extended time frames based on deliverables and outcomes of proposed work.

RESPONSIBILITIES

Technical Assistant Teams will work directly with COCO CNI staff, contract navigators, community-based partners, grant recipients, and the USDA Forest Service to deliver resources for frontline communities to develop climate-responsive workforce development programming.

Technical Assistance teams support frontline communities in developing new programming, or expanding existing programming, and provide guidance pertaining to nonprofit management, and risk management standards for technical training programming that provide career pathways for participants to enter careers relevant to the climate crisis. Technical Assistance Programs will collaborate with Community Navigators who will provide grant navigation support to communities to ensure program models are sufficiently funded to ensure high-quality program delivery.

Technical Assistance Teams may also be involved in developing and delivering:

- Trainings and webinars for fellow navigator organizations and frontline communities to provide guidance pertaining to best practices in career pathways and workforce development initiatives that center frontline communities.
- Developing community-facing resources with inclusive messaging, including producing bi- or multilingual materials.

- Post-fire Navigator (PFN) Focus Area: Providing communities with the education, support, and services they need to effectively recover from the impacts of wildfires. With a focus on comprehensive training and skills needed the PFN will strengthen post-fire response to reduce both short-and long-term impacts to communities and ecosystems.

IMPORTANT STIPULATION

Contractors who engage as Navigators cannot themselves apply for or benefit from IRA/BIL federal grant opportunities as it poses a conflict of interest. If a navigator has an interest or is pursuing any of these grants, they will only be able to participate in certain CNP activities that exclude direct application assistance. Permissible activities include developing and delivering general training, tools, and resources. If at any time a Community Navigator's interests change, they shall notify CNP leadership immediately. Contractors will need to sign a Conflict of Interest Statement Prior to beginning work on the CNP.