



February 26, 2026

## **REQUEST FOR PROPOSAL (RFP)**

### **Camp to host Bachelor of Social Work Land-Based program**

#### **CONTEXT:**

The Cree School Board (CSB) is a non-profit organization established in 1978. Our mandate is to deliver education services and support to more than 5,000 youth, adult and post-secondary students in Cree, English, and French. The board is governed by an elected Council of Commissioners representative of each Cree community, with a regionally elected Chairperson for the Cree School Board. Student success is the goal of the Cree School Board.

The Cree School Board (CSB) aims to ensure the current administrative support staff as a team to work collectively, have consistent processes and build capacity to ensure consistent, effective administrative support to the Executive Offices of the Chairperson, Director General, and Secretary General.

#### **STATEMENT OF THE NEED:**

In accordance with the Cree School Board policy regarding the Award of Supply, Services, and Construction Contracts, the Board is calling out to interested service providers through a Request for Proposals for a camp to host the Bachelor of Social Work Land-Based Program which will take place on September 7-11, 2026 for 35 people (students, knowledge keepers and instructor).

The Bachelor of Social Work Program is a partnership between the Cree School Board and McGill University, offered both online and in-person within *iyyiyu aschii*.





## REQUIREMENTS:

The culture camp must be located near, but not inside, one of the nine Cree communities in iiyiyu aschii and adhere to the following:

### A. Safety & Emergency Readiness

- 1) Camp has reliable emergency communication: Starlink, cell booster, satellite phone, or equivalent.
- 2) Distance to emergency services (clinic, ambulance, police, fire) is no more than 30-40 minutes.
- 3) Road access is maintained year-round (plowed in winter, driven in other seasons).
- 4) Clear emergency evacuation plan and accessible route are in place.
- 5) Camp area is free of hazards, including sharp debris, junk piles, or unsafe structures.
- 6) Fire extinguishers are present, tested, and easily accessible.
- 7) Cooking apparatus is safe, properly ventilated, and meets fire safety standards.
- 8) Sleeping quarters are safe, weatherproof, and comfortable for students (e.g., heated tents, cabins).
- 9) Camps must be secure from uninvited or unknown guests during the course - no drop-ins are permitted.

### B. Camp Infrastructure

- 1) Camp is in regular use or inspected.
- 2) Washroom/toilet facilities are clean, safe, and appropriate for the number of students.
- 3) Heating is safe and sufficient for weather conditions.
- 4) Clean, drinkable water is provided in sufficient quantity for all participants and staff.





### **Host Responsibilities:**

#### **C. Food & Meals**

- 1) A complete recipe and meal list must be submitted to the instructor at least one week in advance.
- 2) Meals must be considered allergies, dietary restrictions, and student needs.
- 3) Hosts follow food safety best practices, including proper refrigeration and handling.
- 4) All food preparation must be organized in advance, not improvised on-site.
- 5) All food-related plans must be communicated to the instructor prior to the course.

#### **D. Programming & Organization**

- 1) Hosts must provide a detailed activity schedule, including timelines, instructors, and safety notes. \* We will have a course outline and provide this to the host
- 2) All activities **must** be organized in advance.
- 3) All activity plans must be communicated to the instructor prior to the course.
- 4) Supplies and equipment must be ready and checked before course delivery.
- 5) Activities must align with learning goals of the Land-based course and be adaptable to student needs.
- 6) On-going and timely correspondence with the course instructor to ensure smooth and effective course delivery.





### **E. Learning Activity Expectations:**

- 1) Hands-on learning: students actively participate, not just observe.
- 2) Physical skill-building: activities where students see progress over 1 evening and 3 full days.
- 3) Choice: hosts should offer at least a few activities so students can select where to focus.
- 4) Materials provided by host: all supplies (wood, tools, hides, thread, snares, food, etc.) should be brought by the host so students can participate fully.

### **Examples of Activities:**

- Carving (tools, utensils, snowshoe parts, simple personal projects)
- Sewing or craft project (moccasins, mitts, pouches, beadwork, snowshoe bindings)
- Hunting/trapping skills (setting rabbit snares, reading tracks, hide preparation, an ice fishing)
- Cooking traditional foods (meat preparation, bannock, teas, outdoor fire cooking)
- Snowshoeing (progressive distances each day, shelter building like quinzee/lean-to)
- Fire-making (traditional methods, fire safety, cultural teachings around fire)
- Cultural evening activities (storytelling, drum making, singing, seasonal teachings)
- Traditional games (active group games, learning through play)

### **Daily Rhythm (Flexible)**

- Breakfast: 8:00–8:30
- Morning activity: hands-on learning, outdoors if possible
- Lunch: 12:00
- Afternoon activity: physically active or project-based work
- Dinner: 6:00
- Evening activity: cultural demonstration, sewing circle, storytelling, or traditional games
- Day ends around 9:00 PM





## PROPOSAL

All proposals must include:

- 1) At least four pictures of the site that clearly identifies the sleeping arrangements, cooking space, bathrooms, and a space for cultural teaching with the availability of enough tables and chairs for students to work on their course package
- 2) A brief statement of recommendation from at least two former groups using the space for cultural teaching purposes
- 3) A list of intended teachers and cooks
- 4) A general outline of activities
- 5) Proof of insurance
- 6) A budget that includes student arrival at suppertime on September 7, 2026 with an evening snack; breakfast, lunch, and supper with two snacks September 8, 9 & 10; and breakfast and a bagged snack for September 11, 2026 early departure by 9:00 am.

Questions concerning this RFP can be submitted by email to Sonam Dekhang at [sdekhang@cscree.qc.ca](mailto:sdekhang@cscree.qc.ca). The question period will conclude on April 24, 2026. It is important to note that for transparency purposes, all questions and responses will be shared with the other potential service providers.

Proposals must be sent by email no later than April 30, 2026 to the following email address: [higherlearning@cscree.qc.ca](mailto:higherlearning@cscree.qc.ca) with the subject line: "**Proposal - Camp to host Bachelor of Social Work Land-Based program**".

## SELECTION

The selected provider will be notified by Friday May 8th, 2026.

The Cree School Board is not obligated to accept neither the lowest, nor any of the received proposals.

The selected bidder will be required to sign a service agreement provided by the Cree School Board.

