



# 2026 Dakota and Ojibwe Language Competitive Grant Request for Proposals (RFP)

## GRANT REQUEST FOR PROPOSAL (RFP)

Minnesota Indian Affairs Council  
161 Rondo Avenue, Suite 919  
Saint Paul, MN 55103  
<http://mn.gov/indianaffairs>

7/31/2025

# Table of Contents

Request for Proposals (RFP) Part 1: Overview ..... 3

Request for Proposals (RFP) Part 2: Submission ..... 7

Request For Proposals (RFP) Part 3: Application Review Process ..... 8

Request For Proposals (RFP) Part 4: Award Requirements and Grant Management Responsibilities..... 9

Right of Cancellation ..... 12

Attachments ..... 13

Exhibit A: Language Revitalization Grant Cover Sheet..... 14

Exhibit B: Language Revitalization Grant Budget Forms ..... 15

Exhibit C: Capacity Responses ..... 18

Exhibit D: Certification that the entity is not suspended or debarred by the State of Minnesota or the federal government ..... 19

Exhibit E: Evidence of Good Standing..... 20

Exhibit F: Nonprofit grantee as applicable ..... 21

Exhibit G: For-Profit Certification Disclosure and Required Documents..... 22

Exhibit H: Certification that no current principals have been convicted of a felony financial crime in the last ten years..... 23

Exhibit I: Checklist for Language Revitalization Grant ..... 24

## Request for Proposals (RFP) Part 1: Overview

### Grant Overview

- Grant Name: MIAC Dakota and Ojibwe Language Revitalization Grants
- <https://mn.gov/indian-affairs/language-revitalization/>
- Open for Applications: 8/4/2025
- Application Due Date: 9/15/2025

### Mission:

Dakota and Ojibwe are spoken and valued as vibrant, living, and thriving languages throughout Minnesota.

### Vision:

To protect and empower our children, parents, and elders in the ongoing revitalization of our languages, thereby maintaining Tribal sovereignty.

---

Miigwech/Pidamaya/Thank you for both the important work to ensure the continuance of our languages and for applying to the Dakota and Ojibwe Language Competitive Grant.

These funds were appropriated by the state legislature to the Minnesota Indian Affairs Council through the Minn. Stat. 2025 Minnesota Session Laws, 94th Legislature, Chapter 36, Article 4, Sec. 9, to provide grants to preserve the Dakota and Ojibwe Indian languages through support of projects and services and to support educational programs in Dakota and Ojibwe languages.

The 2025 Dakota and Ojibwe Language Competitive Grant will fund a one-year Dakota or Ojibwe Language project. The project will start in the fall of 2025 and require an end date of June 30, 2026, with no opportunity for extension. Requested funding shall supplement (increase the level of services) and not supplant (take the place of) traditional sources of funds. Those who receive this grant are responsible for spending Arts and Cultural Heritage fund dollars in a way that is consistent with the MN Office of Grants Management grants policies, Legacy Amendment Guidelines, the approved work plan, and grant agreement signed between the Minnesota Indian Affairs Council (the State) and the grantee. Agencies or organizations receiving Legacy Fund dollars are responsible for spending the money efficiently and effectively. **Money may not be spent on activities unless they are directly related to and necessary for the project purpose that will be outlined in the grant agreement.**

### Agency Background

The Minnesota Indian Affairs Council (MIAC) was established in 1963 to serve as a liaison between the State of Minnesota and the 11 federally recognized Tribal Nations. Its mission is to protect the sovereignty of these Nations and promote the well-being of American Indian citizens throughout the state.

In November 2008, Minnesota voters approved a constitutional amendment to increase the state sales tax by 3/8 of one percent through 2034. Of the resulting revenue, 19.75% is designated for the preservation of Minnesota's arts and cultural heritage. In 2009, the State Legislature allocated \$550,000 for fiscal year 2010 and \$700,000 for fiscal year 2011 to the Minnesota Indian Affairs Council to "preserve Dakota and Ojibwe Indian languages and to foster educational programs in Dakota and Ojibwe languages." Since then, MIAC has continued to advocate for the importance of Indigenous language revitalization and seeks additional funding each legislative session to support this critical work.

MIAC recognizes that without timely and sustained intervention, the Dakota and Ojibwe languages—like many Indigenous languages worldwide—face the risk of irretrievable loss. These languages carry meaning far beyond communication; they are inseparable from American Indian identity. Language reflects, sustains, and deepens the relationships individuals and communities have with one another and with the world. Spoken for a millennia, these languages embody the worldview, values, histories, and lived experiences of the people who speak to them. They guide

understanding of identity, origin, place, truth, and connection across physical, mental, emotional, and spiritual dimensions.

Despite years of Federal and State policies intended to eradicate the Native American culture and language—including forced assimilation, displacement, and the imposition of English-only education—the Dakota and Ojibwe languages have persevered. These aggressive Federal/State policies failed to extinguish the deeply rooted culture and the embedded linguistic traditions, however, the survival of these languages remains precarious. The revitalization of Dakota and Ojibwe languages now demands bold and sustained efforts to ensure they not only survive but thrive for future generations.

### Funding Availability

Funding will be awarded through a competitive process reviewed by a committee of content and community experts with knowledge of language revitalization. The Minnesota Indian Affairs Council will review all committee recommendations and is responsible for award decisions. Efforts will be made to ensure awards are as equally distributed between Dakota and Ojibwe language revitalization projects as possible. The award decisions of the Minnesota Indian Affairs Council are **final and not subject to appeal**.

Funding	Estimate
Estimated Amount to Grant	\$498,750
Estimated Number of Awards	8-9
Estimated Award Maximum	\$62,100
Estimated Award Minimum	\$50,000

### Project Dates

Beginning Fall 2025 and ending on June 30, 2026

### Eligibility

Eligible applicants must meet one of the following criteria:

1. An office, agency, or division operating under the authority of a federally recognized Tribal Nation located in Minnesota
2. A recognized educational institution in Minnesota
3. A 501(c)(3) nonprofit organization registered with the Minnesota Secretary of State

Applicants must demonstrate the administrative and financial capacity to manage grant funds responsibly and in compliance with all applicable requirements.

### Financial Review Requirement for Nongovernmental Organizations

All nongovernmental organizations (**excluding Tribal Nations**) applying for grant awards of \$25,000 or more are subject to a financial review prior to receiving funding. In accordance with Minnesota Statutes financial review form **is** used to review either a 990 or 990 EZ, financial statements, or audited financial statements for a potential nonprofit grantee.

- [Financial Review Form - Nonprofit \(Excel\)](#) This form is an excel version of the above.
- [Financial Review Form - Nonprofit Multiyear \(Excel\)](#) This form is a multiyear excel version of the above.
- [Financial Review Form – For-Profit](#) The form is used to review financial statements for a potential for-profit grantee.

Applicants must submit one of the following financial documents with their application, based on their organization's annual revenue:

- Organizations with annual revenue under \$50,000, or those newly established without a completed IRS Form 990 or audit, must submit their most recent board-reviewed financial statements.

- Organizations with total annual revenue between \$50,000 and \$749,999 must submit their most recent IRS Form 990.
- Organizations with total annual revenue of \$750,000 or more must submit their most recent certified financial audit.

**Please Note - all applicant organizations must have been in continuous operation for at least two years prior to the application deadline.**

## Priorities

It is the policy of the State of Minnesota to ensure fairness, accuracy, equity, and consistency in the administration of competitive grant awards. This includes a commitment to advancing diversity and inclusion in all aspects of grantmaking.

[Policy 08-02](#) affirms the expectation that grant programs intentionally identify how their work serves diverse populations—particularly those experiencing systemic inequities or disparities.

The Minnesota Indian Affairs Council (MIAC) invites grant applications for projects that support Dakota and/or Ojibwe language revitalization in the following program areas:

- Development of content-based, culturally appropriate, and authentic Dakota or Ojibwe language curricula
- Development of mobile and smart device applications (iPhone, Android, tablets, etc.) for Dakota and/or Ojibwe language learning
- Events centered on Dakota and/or Ojibwe language
- General Dakota and/or Ojibwe language programming or projects including -
  - Language symposia
  - Language immersion camps
  - Language bowls and conversation tables
- Traditional and cultural activities that incorporate language instruction
- Design and development of language proficiency assessments
- Other innovative projects that support Dakota and/or Ojibwe language revitalization

In addition to these categories, MIAC encourages applications in the following specialized areas:

## Immersion Projects

Language immersion programs use the target language as the medium of instruction across all subjects, rather than teaching it as a separate subject. Effective immersion programs center cultural identity and tradition as foundational assets. These programs provide learners with extended exposure to the language in an immersive environment, enabling them to not only acquire vocabulary and grammar, but to internalize the worldview and values embedded in the language.

## Immersion Curriculum Development

There is a critical need for commercially available immersion curricula tailored to Dakota and Ojibwe languages in Minnesota. Developing such curricula requires a strategic, systematic approach that meets academic standards while addressing challenges such as limited access to fluent first-language speakers. Projects should engage teachers and available elders with advanced oral proficiency to collaboratively create high-quality learning resources that will have a lasting impact on immersion education.

## Language Proficiency Assessments

Applicants may propose the development of assessments focused on Dakota or Ojibwe language proficiency. These assessments should be rooted in culturally relevant content, contexts, and should evaluate oral fluency as well as reading and writing skills. Projects should bring together teachers, elders, and other fluent speakers to design reliable and meaningful assessments that reflect true language competence.

Please note: the examples listed above are illustrative and not exhaustive. Applicants are encouraged to propose innovative projects aligned with the goals of Dakota and Ojibwe language revitalization.

Ideally, proposed projects will reflect a long-term vision while employing short-term strategies that support successful completion within the grant's one year funding period.

## Collaboration

Multi-organization collaborations are welcomed and encouraged but *not required*.

## Selection Criteria and Weight

The review committee will be reviewing each applicant on a 100-point scale. The scoring factors and weight that applications will be judged are based on:

### 1. Organization/Tribal Background (10 points) – Limit: 1 page

Provide a concise overview of your organization or Tribal agency, including its mission and vision. Describe the community your proposed project will serve or impact, as well as the current status of the Dakota or Ojibwe language within that community. Explain existing language revitalization efforts in your area and how your proposed project aligns with the broader goals outlined in the grant's mission and vision. *(Refer to the Introduction section for guidance.)*

### 2. Project Narrative (25 points) – Limit: 3–5 pages

Clearly articulate the purpose and scope of the proposed project. The narrative must include the following elements:

- a) Statement of need and purpose
- b) Project goals
- c) Specific, measurable objectives
- d) Anticipated outcomes
- e) Strategies and activities to achieve goals
- f) For collaborative projects, include a description of each partner agency's role. The highest-ranking staff member of each collaborating agency must sign off on their participation.

### 3. Organizational Profile (5 points) – Limit: 1 page

Demonstrate the organization's capacity to successfully implement the proposed project. Include an organizational chart, educational backgrounds of key staff, and relevant experience in Dakota or Ojibwe language revitalization.

### 4. Project Evaluation (25 points) – Limit: 2–3 pages

Describe how you will evaluate the effectiveness of the project.

- Define what success will look like.
- Outline the tools and methods you will use to assess progress (e.g., assessments, surveys, tests, interviews, stakeholder feedback).
- Indicate what qualitative and/or quantitative data will be collected.
- Address the following criteria:
  - **Effectiveness** – The project demonstrates measurable, positive impact on Dakota or Ojibwe language revitalization.
  - **Sustainability** – The project has a clear plan for long-term impact or continued implementation.
  - **Transferability** – The project model or approach is adaptable for use by other communities or organizations.

### 5. Budget and Budget Justification (25 points)

Submit a detailed, itemized budget with a narrative justification. The budget must align with the project's goals and objectives. *(Please use the budget forms provided in the application packet.)*

### 6. Appendices (10 points)

Include the following supporting documentation, as applicable:

- a) Proof of nonprofit status (IRS 501(c)(3) letter or equivalent government documentation)
- b) Resolution or letter of support from the organization's board of directors or school board
- c) List of current board members, including contact information for the board chair and officers

- d) Most recent audited financial statement, management letter, or IRS Form 990 (*See Financial Review Requirements*)
- e) Memoranda of Understanding (MOUs) or letters of agreement from collaborating partners (if applicable)
- f) Completed Grant Checklist

## Questions

- All questions related to the RFP must be submitted via email to **Keegan Flaharty** at [Keegan.Flaharty@state.mn.us](mailto:Keegan.Flaharty@state.mn.us).
- The deadline to submit questions is **4:30 p.m. Central Time on August 26, 2025**.
- Responses to all questions will be posted publicly within three (3) business days at: [MIAC Grants / Indian Affairs](#)
- MIAC will not respond to submitted questions directly other than confirming that the question has been received
- **Phone inquiries will not be accepted.**

## Request for Proposals (RFP) Part 2: Submission

**All applications must be received no later than 3:30 p.m. Central Time, on September 15<sup>th</sup>, 2025.** Late applications will not be considered. Applications must be submitted via email to: [Keegan.Flaharty@state.mn.us](mailto:Keegan.Flaharty@state.mn.us)

## Application Content

You must submit the following documents for the application to be considered complete:

1. **Language Revitalization Grant Application Cover Sheet (Exhibit A)**
2. **Language Revitalization Grant Narrative**
  - a. Limit the narrative to a maximum of 13 pages.
  - b. Provide specific examples and include supporting data or evidence where applicable.
3. **Language Revitalization Project Budget (Exhibit B)**
  - a. Submit concise budget documentation. Sample budget templates are included in this grant packet and are encouraged for use, though not required.
  - b. Clearly identify any proposed administrative costs, which must be **direct, necessary**, and aligned with the Legacy grant's purpose and approved work plan. These costs may not exceed 10% of the total proposed budget.
4. **Exhibit C: Capacity Responses**
  - a. Please fill out exhibit and return with your application.
5. **Exhibit D: Certification that the entity is not suspended or debarred by the State of Minnesota or the federal government**
  - a. Please fill out exhibit and return with your application.
6. **Exhibit E: Evidence of Good Standing**
  - a. Please fill out exhibit and return with your application.
7. **Exhibit F: Nonprofit grantee as applicable**
  - a. Please fill out exhibit and return with your application, if applicable.
8. **Exhibit G: For-Profit Certification Disclosure and Required Documents**
  - a. Please fill out exhibit and return with your application, if applicable.
9. **Exhibit H: Certification that no current principals have been convicted of a felony financial crime in the last ten years**
  - a. Please fill out exhibit and return with your application.
10. **Proof of Nonprofit or Government Status**
  - a. Submit a 501(c)(3) letter from the IRS or documentation from another government entity, if applicable.
11. **Letter of Support or Board Resolution**
  - a. A resolution or letter of support from the organization's board of directors or school board.
12. **Board Member List**
  - a. Include a complete list of board members, along with contact information for the board chair and officers.

13. **Financial Documentation** *(Not required for Tribal Nations)*

a. Submit the most recent audited financial report, management letter, or IRS Form 990, in accordance with the eligibility requirements outlined earlier.

14. **Memorandums of Understanding (MOUs) or Letters of Agreement**

a. Required if collaborating with external partners.

**Additional Instructions for Applicants**

- All proposals should be typed using standard 8½ x 11-inch paper formatting, with 1-inch margins, 12-point font, and double spacing.
- Include the program name and Tribal Affiliation/Nation (if applicable) in the top right corner of each page.
- Type the corresponding question immediately before each narrative response.
- Number all pages in the top right-hand corner.
- Do not submit additional materials (e.g., binders, photos) beyond the required appendices. Unrequested materials will not be reviewed.

**Incomplete applications will be rejected and not evaluated.** Applications must include all required materials listed above, including attachments. Do not provide any materials that are not requested in this RFP, as they will not be considered during the evaluation.

MIAC reserves the right to reject any application that does not meet these requirements.

By submitting a complete application, each applicant warrants that the information provided is true, correct, and reliable for purposes of evaluation for potential grant award. The submission of inaccurate or misleading information may be grounds for disqualification from the 2025 Dakota and Ojibway Language award, as well as any other penalties available under the law.

All costs in applying for the 2025 Dakota and Ojibway Language Grant will be the sole responsibility of the applicant.

### **Request For Proposals (RFP) Part 3: Application Review Process**

#### **Review Process**

Funding will be awarded through a competitive process with review of content by a committee of community experts with knowledge of language revitalization. The review committee will use the point scale provided above to evaluate all eligible and complete applications received by the deadline. Reviewers will meet and discuss the proposals and then put forth their recommendations. The Executive Director of Minnesota Indian Affairs Council will review the committee recommendations and issue the award notifications via email to the approved applicants.

#### **Timeline**

RFP posted on the MIAC's web site: **August 4<sup>th</sup>, 2025**

Questions due no later than 4:30 pm central time: **August 26<sup>th</sup>, 2025**

Applications due no later than 3:30 pm central time: **September 15<sup>th</sup>, 2025**

Committee begins review of applications: **September 19<sup>th</sup>, 2025**

Committee recommendations submitted to MIAC for review: **September 30<sup>th</sup>, 2025**

Selected applicants undergo pre-award risk assessment: Date **Early October 2025**

Selected grantees announced; grant contract agreement negotiations begin: **Late October 2025**

Work plans approved and grant begins: **Late October/Early November 2025**

#### **Conflicts of Interest**

State grant policy requires that steps and procedures are in place to prevent individual and organizational conflicts of interest, both in reference to applicants and reviewers per [Minnesota Statutes § 16B.98 Subd. 2-3](#) and [OGM Policy 08-01 Conflict of Interest in State Grant-Making Policy](#).

Organizational conflicts of interest occur when:

- a grantee or applicant is unable or potentially unable to render impartial assistance or advice to the Department due to competing duties or loyalties
- a grantee or applicant objectivity in carrying out the award, is or might be otherwise impaired due to competing duties or loyalties

In cases where a conflict of interest is in question or disclosed, the applicants or grantees will be notified and actions may be pursued, including but not limited to, revising the grant work plan or grantee duties to mitigate the risk, requesting the grant applicant to submit an organizational conflict of interest mitigation plan, disqualification from eligibility for the grant award, amending the grant, or termination of the grant contract agreement.

## Public Data

Per [Minnesota Statutes § 13.599](#)

- Names and addresses of grant applicants and amount requested will be public data once proposal responses are opened.
- All remaining data in proposal responses (except trade secret data as defined and classified in [§13.37](#)) will be public data after the evaluation process is completed. For the purposes of this grant, data will be considered public when all the grant contract agreements have been fully executed.
- All data created or maintained by [State agency] as part of the evaluation process (except trade secret data as defined and classified in [§13.37](#)) will be public data after the evaluation process is completed. For the purposes of this grant, Data will be considered public when all the grant contract agreements have been fully executed.

## Request For Proposals (RFP) Part 4: Award Requirements and Grant Management Responsibilities

### Pre-award Risk Assessment and Financial Review

In accordance with [Minnesota Statute §16B.981](#) and [OGM Policy 08-06: Pre-award Risk Assessment of Potential Grantees](#), it is required to consider a grant applicant's past performance and financial and operational capacity before awarding grants of \$50,000 or more. Granting agencies will request, review, and analyze information, including Exhibits C-H, as referenced in this RFP, as applicable.

### Grant Contract Agreements

Each grantee must formally enter into a grant contract agreement. The grant contract agreement will address the conditions of the award, including implementation for the project. Grantees should read the grant contract agreement, sign, and once signed, comply with all conditions of the grant contract agreement. No work on grant activities can begin until a fully executed grant contract agreement is in place and the State's Authorized Representative has notified the Grantee that work may start. The awarded applicant will be legally responsible for assuring implementation of the work plan and compliance with all applicable state requirements including worker's compensation insurance, nondiscrimination, data privacy, budget compliance, and reporting.

### Accountability and Reporting Requirements

**Reimbursements:** All grantees must submit four financial reports and one narrative report to the Minnesota Indian Affairs Council office each grant period *and* include receipts and proof of invoices paid for all grant expenditures. Additional source documents may be requested by the MIAC, and the grantee must comply with the request prior to receiving reimbursement. Per state policy on grant payments, reimbursement is the approved method for making grant payments. All grantee requests for reimbursement must correspond to the approved grant budget. The State shall review each request for reimbursement against the approved grant budget, grant expenditures to date, and the latest grant progress report before approving payment. Grant payments shall not be made on grants with past due progress reports unless the Minnesota Indian Affairs Council has given the grantee a written extension.

All grant funds will be disbursed four times during the grant period through reimbursement for eligible and approved activities described in the grantee's final and approved grant contract agreement, approved work plan, budget, and

upon submittal of narrative and financial reports. Payments will be made within 30 days of receipt of *all required materials* mentioned above.

**Grantee bidding requirements:** any grant-funded services and/or materials that are expected to cost:

- \$100,000 or more must undergo a formal notice and bidding process.
- Contracts between \$25,000 and \$99,999 must be competitively awarded based on a minimum of three (3) verbal quotes or bids.
- Contracts between \$10,000 and \$24,999 must be competitively awarded based on a minimum of two (2) verbal quotes or bids or awarded to a targeted vendor.

The grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts. The grantee will provide support documentation of the purchasing and/or bidding process utilized to contract services in their financial records, including support documentation justifying a single/sole source bid, if applicable. The grantee must not contract with vendors who are suspended or debarred in MN: Suspended/Debarred Vendors / Minnesota Office of State Procurement

Per Minn.Stat.§16B.98 Subdivision 8, the grantee's books, records, documents, and accounting procedures and practices of the grantee or other party that are relevant to the grant or transaction are subject to examination by the granting agency and either the legislative auditor or the state auditor, as appropriate. This requirement will last for a minimum of six years from the grant agreement end date, receipt, and approval of all final reports, or the required period to satisfy all state and program retention requirements, whichever is later.

### **Grant Monitoring**

Minnesota Statutes §16B.97 and Policy on Grant Monitoring require the following:

- One monitoring visit during the grant period on all state grants of \$50,000 and higher
- Annual monitoring visits during the grant period on all grants of \$250,000 and higher
- Conducting a financial reconciliation of grantee's expenditures at least once during the grant period on grants of \$50,000 and higher

For this purpose, the grantee must make expense receipts, employee timesheets, invoices, and any other supporting documents available upon request by the State. The monitoring schedule will be determined by the Minnesota Indian Affairs Council and the grantee.

### **Grant Payments**

Per State Policy on Grant Payments, reimbursement is the method for making grant payments. All grantee requests for reimbursement must correspond to the approved grant budget. The State shall review each request for reimbursement against the approved grant budget, grant expenditures to-date, and the latest grant progress report before approving payment(s). Grant payments shall not be made on grants with past due progress reports unless MIAC has given the grantee a written extension.

### **Authorized Representatives**

Pursuant to Minnesota Statutes §16B.98, subd. 5 (d), grantees must clearly post on the grantee's website the names of, and contact information for, the grantee's leadership and the employee or other person who directly manages and oversees a grant contract agreement on behalf of the grantee.

### **Contracting and Bidding Requirements**

#### **A. Municipalities (Does not apply to Tribal Nations)**

Grantees that are political subdivisions or municipalities must use these guidelines:

- A. Municipalities are required to comply with Minnesota Statutes §471.345, Uniform Municipal Contracting Law.
- B. The Grantee and any subrecipients must comply with prevailing wage rules per Minnesota Statutes §§ 177.41 through 177.50, as applicable.

- C. Municipalities and any subrecipients must not contract with vendors who are suspended or debarred by the State of Minnesota or the federal government: [Suspended and Debarred Vendors, Minnesota Office of State Procurement](#)
- D. The Grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts.

## **B. Nongovernmental entities**

Grantees that are nongovernmental entities must use these guidelines:

- A. Any services and/or materials that are expected to cost \$100,000 or more must undergo a formal notice and bidding process.
- B. Services and/or materials that are expected to cost between \$25,000 and \$99,999 must be competitively awarded based on a minimum of three (3) verbal quotes or bids or awarded to a targeted vendor.
- C. Services and/or materials that are expected to cost between \$10,000 and \$24,999 must be competitively awarded based on a minimum of two (2) verbal quotes or bids or awarded to a targeted vendor.
- D. The grantee must take all necessary affirmative steps to assure that targeted vendors from businesses with active certifications through these entities are used when possible:
  - i. [State Department of Administration's Certified Targeted Group, Economically Disadvantaged and Veteran-Owned Vendor List](#)
  - ii. [Metropolitan Council Underutilized Business Program](#)
  - iii. Small Business Certification Program through Hennepin County, Ramsey County, and City of St. Paul: [Central Certification Directory](#)
- E. The grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.
- F. The grantee must maintain support documentation of the purchasing or bidding process used to contract services in their financial records, including support documentation justifying a single source bid, if applicable.
- G. Notwithstanding the above, the State may waive bidding process requirements when:
  - i. Vendors included in response to competitive grant request for proposal process were approved and incorporated as an approved work plan for the grant; or
  - ii. It is determined there is only one reasonably able and available source for such materials or services and that grantee has established a fair and reasonable price.
- H. The Grantee and any subrecipients must comply with prevailing wage rules per [Minnesota Statutes §§177.41 through 177.50](#), as applicable.
- I. The grantee and any subrecipients must not contract with vendors who are suspended or debarred by the State of Minnesota or the federal government: [Suspended and Debarred Vendors, Minnesota Office of State Procurement](#)

## **Audits**

Per [Minnesota Statutes § 16B.98 Subdivision 8](#), the grantee's books, records, documents, and accounting procedures and practices of the grantee or other party that are relevant to the grant or transaction are subject to examination by the Commissioner of Administration, the State granting agency, the State Auditor, the Attorney General, and the Legislative Auditor as appropriate. This requirement will last for a minimum of six years from the grant contract agreement end date, receipt, and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

## **Public Data**

Per [Minn. Stat. § 13.599](#)

- Names and addresses of grant applicants and amount requested will be public data once proposal responses are opened.

- All remaining data in proposal responses (except trade secret data as defined and classified in [§13.37](#)) will be public data after the evaluation process is completed. For the purposes of this grant when all grant contract agreements have been fully executed.
- All data created or maintained by [State agency] as part of the evaluation process (except trade secret data as defined and classified in [§13.37](#)) will be public data after the evaluation process is completed. For the purposes of this grant when all grant contract agreements have been fully executed.

### **Grant Provisions**

Grant contract agreement templates are available for review at: [Office of Grants Management Policies, Statutes, and Forms/Forms and FAQs tab](#)

As referenced in the Minnesota Management and Budget [Guidance to Agencies on Legacy Fund Expenditure](#) Ineligible expenses include but are not limited to:

- Fundraising
- Taxes, except sales tax on goods and services
- Lobbyists, political contributions
- Bad debts, late payment fees, finance charges, or contingency funds
- Parking or traffic violations
- Out of state transportation and travel expenses. Minnesota will be considered the home state for determining whether travel is out of state.

### **Affirmative Action and Nondiscrimination**

The grantee agrees not to discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status in regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age in regard to any position for which the employee or applicant for employment is qualified per [Minnesota Statutes § 363A.02](#). The grantee agrees to take affirmative steps to employ, advance in employment, upgrade, train, and recruit minority persons, women, and persons with disabilities.

The grantee must not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The grantee agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled persons without discrimination based upon their physical or mental disability in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Minnesota Rules, Part [5000.3500](#).

The grantee agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.

### **Voter Registration**

The grantee will comply with [Minnesota Statutes §201.162](#) by providing voter registration services for its employees and for the public served by the grantee.

### **Right of Cancellation**

The State reserves the right to cancel this solicitation if it is considered to be in its best interest. The State reserves the right to negotiate modifications to the application or to reject any and all applications received as a result of this Request for Proposals. The State does not intend to award a grant contract agreement solely on the basis of any response made to this request, or pay for information solicited or obtained.

## **Attachments**

- 1 Exhibit A: Language Revitalization Grant Cover Sheet**
- 2 Exhibit B: Language Revitalization Grant Budget Forms**
- 3 Exhibit C: Capacity Responses**
- 4 Exhibit D: Certification that the entity is not suspended or debarred by the State of Minnesota or the federal government**
- 5 Exhibit E: Evidence of Good Standing**
- 6 Exhibit F: Nonprofit grantee as applicable**
- 7 Exhibit G: For-Profit Certification Disclosure and Required Documents**
- 8 Exhibit H: Certification that no current principals have been convicted of a felony financial crime in the last ten years**
- 9 Exhibit I: Checklist for Language Revitalization Grant**

### Exhibit A: Language Revitalization Grant Cover Sheet

Organization Information	
Name of organization or Tribe:	
Legal name, if different:	
Name, position title, and email of contact person:	
Name and title of person authorized to sign legal documents:	
What type of organization is applying (501(c)(3), school, tribe etc.)?	
When was the organization/entity established?	
Mailing address - city, state, zip code:	
Physical address - city, state, zip code:	
Please indicate the title of project:	
Total Project \$	

## Exhibit B: Language Revitalization Grant Budget Forms

\*This is a suggested format, but is not required

MIAC Language Revitalization Grant 2026 Cycle Budget	
LINE ITEMS	Contract Budget
1.1 Personnel	
1.2 Fringe	
2.1 Travel	
2.2 Equipment	
2.3 Supplies	
2.4 Contractual	
3.1 Indirect	
4. TOTAL*	

Budget Support Page 1		Amount or Value of Line Item
		Year 1
<b>PERSONNEL (1.1) &amp; FRINGE (1.2)</b> Position and Description/Basis for Valuation		
	<b>Subtotal</b>	
	<b>Total</b>	

Budget Support Page 2		Amount or Value of Line Item
		Year 1
<b>LINE ITEMS 2 - 3 (INCL OTHER)</b> Description of Item and Basis for Valuation		
<b>2.1</b>	Travel	
<b>2.2</b>	Equipment	
<b>2.3</b>	Supplies	
<b>2.4</b>	Contractual	
<b>3.1</b>	Indirect	
	Subtotal	
	Total	

## Exhibit C: Capacity Responses

**INSTRUCTIONS:** Please respond to these performance capacity questions as required by Minnesota Statutes 16B.981 Subd. 2 (1) and as part of the response to this Grant Request for Proposal.

1. Describe a brief history highlighting how your organization is currently or seeking to perform the work to which your 2025 Dakota and Ojibway Language Revitalization application is seeking funding. If your organization is seeking new efforts, then include duties similar to those required. Include your organization's current and past staffing, current and past budget, and ...

Click or tap here to enter text.

2. Have you been awarded a grant from the State of Minnesota in the past 5 years?

☐ No

☐ Yes

3. If "yes", please provide the details of the award amount, the duties, and the outcomes of your grant.

Click or tap here to enter text.

---

Print Name

Signature

Title

Date

**Exhibit D: Certification that the entity is not suspended or debarred by the State of Minnesota or the federal government**

**INSTRUCTIONS:** Sign below to finalize response and submit this document as part of the response to the RFP.

---

Office of Grants Management (OGM) Policy 08-04: *Grant Contract Agreements and Grant Award Notifications* requires that agencies must not award a grant to a vendor or grantee that has been suspended or debarred from doing business with the State of Minnesota or with the federal government.

By signing here, I warrant that my organization has not been suspended or debarred from doing business with the State of Minnesota or with the federal government.

I certify that this information is true, correct, and reliable.

The submission of inaccurate or misleading information may be grounds for disqualification from the grant contract agreement award and may subject me and my organization to suspension or debarment proceedings, as well as other remedies available to the State, by law.

---

Print Name	Signature	Title	Date
------------	-----------	-------	------

## Exhibit E: Evidence of Good Standing

**INSTRUCTIONS:** Potential grantee must certify that the organization has a status of “in good standing” with the Secretary of State as required by Minnesota Statutes 16B.981 Subd. 2 (3) and as part of the response to this Grant Request for Proposal.

Is your organization (for-profit or nonprofit) registered with the Minnesota Secretary of State (SOS) and “in good standing”? (Applicants can verify that they are “in good standing” by searching for their business name on the [SOS website](#).)

☐ Yes

☐ No

## Exhibit F: Nonprofit grantee as applicable

**INSTRUCTIONS:** Please answer the following questions and provide the requested information

1. **Were you required to submit a 990 or a form 990-EZ for your organization's last fiscal year?**  
☐ Yes  
☐ No
2. **If you are exempt from filing or your organization has been in business for less than one year, please describe the internal controls you have over business expenditures and outcomes of the grant funds, if awarded.**  
Examples of internal controls include, but are not limited to: documented policies and procedures; segregation of duties such as having different staff who enter receivables versus those who post payments; using a payroll system; requiring usernames and passwords, along with appropriate levels of access to systems; supervisor review and approval of payments and timecards; and other internal controls to ensure compliance with laws and regulations and safeguard use of grant funds.  
  
Click or tap here to enter text.
3. **Are you a charitable organization that made over \$750,000 in your last fiscal year and were required to have an audited financial statement per MS 309.53?**  
☐ Yes  
☐ No

**Nonprofit grant applicants may be required to submit the following documents, as applicable to the organization and as required by Minnesota Statutes 16B.981 Subd. 2 (2) and Subd. 2 (5) as part of the pre-award risk assessment:**

- Most recent 990 or Form 990-EZ filed with the IRS
- Most recent audit as required, under Section 309.53, Subdivision 3
- If not in existence long enough to file Form 990, Form 990 EZ or most recent audit, the nonprofit grant applicant must submit the most recent set of board-reviewed (or managing group if applicable) financial statements.
- If not required to submit any 990 forms per IRS determination, the nonprofit grant applicant must provide a copy of the IRS determination letter.

## Exhibit G: For-Profit Certification Disclosure and Required Documents

**INSTRUCTIONS:** Please answer the following questions and provide the requested certification.

**1. Has the for-profit entity filed its most recent state and federal tax returns?**

- ☐ Yes  
☐ No

**2. If you have been in business less than a year, please describe the internal controls you have over business expenditures and outcomes of the grant funds, if awarded.**

Examples of internal controls include but are not limited to: documented policies and procedures; segregation of duties such as having different staff who enter receivables versus those who post payments, using a payroll system, requiring usernames and passwords along with appropriate levels of access to systems, supervisor review and approval of payments and timecards, and other internal controls to ensure compliance with laws and regulations and safeguard use of grant funds.

Click or tap here to enter text.

**3. Asset lien disclosure:**

- ☐ I do not have any liens on assets  
☐ I do have liens on assets: Please describe the assets and associated liens below:

**4. Certify not under bankruptcy proceedings**

By signing below, I certify that the business is not under bankruptcy proceedings.

I certify that the information is true, correct, and reliable.

The submission of inaccurate or misleading information may be grounds for disqualification from the grant contract agreement award and may subject me/this for-profit entity to suspension or debarment proceedings, as well as other remedies available to the State, by law.

---

Signature	Print Name	Title	Date
-----------	------------	-------	------

For-profit business grant applicants may be required to submit the appropriate documents pursuant to 16B.981 Subd. 3 as part of the pre-award risk assessment:

- Most recent federal and state tax returns
- Current Financial Statements

**Exhibit H: Certification that no current principals have been convicted of a felony financial crime in the last ten years**

Grant applicant must certify to this condition required under this Grant Request for Proposal

**INSTRUCTIONS: Sign below to finalize response and submit this document as part of the response to the RFP. Upload or attach an organizational chart or list of principals that you are certifying for below.**

---

Minnesota Statutes 16B.981 Subd. 2 (6) requires that no current principals of a grantee have been convicted of a felony financial crime in the last 10 years. A principal is defined as a public official, a board member, or staff (paid or volunteer) with the authority to access funds provided by this grant opportunity or to determine how those funds are used.

By signing here, I warrant that no current principal of my organization has been convicted of a felony financial crime in the last 10 years.

I certify that this information is true, correct, and reliable.

The submission of inaccurate or misleading information may be grounds for disqualification from the grant contract agreement award and may subject me and my organization to suspension or debarment proceedings, as well as other remedies available to the State, by law.

---

Print Name	Signature	Title	Date
------------	-----------	-------	------

## **Exhibit I: Checklist for Language Revitalization Grant**

**The checklist below lists the items you must submit.**

**Return this completed checklist with your grant proposal package.**

- ☐ Language Revitalization Grant Application Cover Sheet (Exhibit A)
- ☐ Language Revitalization Grant Narrative
- ☐ Language Revitalization Project Budget (Exhibit B)
- ☐ Exhibit C: Capacity Responses
- ☐ Exhibit D: Certification that the entity is not suspended or debarred by the State of Minnesota or the federal government
- ☐ Exhibit E: Evidence of Good Standing
- ☐ Exhibit F: Nonprofit grantee as applicable
- ☐ Exhibit G: For-Profit Certification Disclosure and Required Documents as applicable
- ☐ Exhibit H: Certification that no current principals have been convicted of a felony financial crime in the last ten years
- ☐ 501(c)(3) letter from the IRS or other unit of government if applicable from applicant agency
- ☐ Resolution or letter of support by organizations board of directors/school board
- ☐ List of all Board members with contact information of board chair and officers
- ☐ Most recent audited financial report, management letter, or IRS Form 990 (see guidelines in eligibility section)
- ☐ MOU's or letters of agreement between collaborating partners