

RFP: REQUEST FOR PROPOSAL



THE WRIGHT

The Charles H. Wright Museum of African American History – Educator to develop curriculum for Camp Africa

The Charles H. Wright Museum's mission is to open minds and change lives through the exploration and celebration of African American history and culture. This mission really fuels a larger vision that we can create a world in which the adversity and achievement of African American history moves each of us toward greater understanding, acceptance, and unity.

The Wright was founded in 1965 by Dr. Charles H. Wright, an obstetrician and gynecologist who founded the institution as Detroit's International Afro-American Museum. Inspired by his own travels Dr. Wright envisioned using the power of African American culture to instill respect, wonder and a sense of self-knowledge amongst children and youth. Initially operating out of a converted residence, and then through exhibitions in a mobile home, the museum experienced decades of growth and now lives in an iconic 122,000 square foot facility in the heart of the Midtown Cultural District.

Over half a century since Dr. Wright first opened the International Afro-American Museum in January of 1966, The Wright has expanded significantly in size and in ambition.

The state-of-the-art, 125,000 square-foot facility that the museum currently occupies in Detroit's thriving Midtown serves as a cultural beacon for the City of Detroit, and for the United States, championing the stories of African Americans and offering a space for rigorous contemplation for visitors of all backgrounds.

Each year we seek to honor the legacy of Dr. Wright through the efforts of our auxiliary committees, special initiatives, and through our activities and programming. His contributions live on and impact the cultural landscape of Detroit and beyond. The Charles H. Wright Museum of African American History (The Wright) is a museum and cultural institution with powerful exhibits and collections, dynamic public programs, and ripple effects that impacts a robust audience of approximately 100,000 visitors, members, and key stakeholders both within our doors, and through our digital imprint each year.

The Wright is grounded in five institutional goals that will guide us over the coming years. We work daily on many moving parts and activities, but keep these priorities centered on our path toward progress and improvement.

1. Center Detroit – Place Detroit at the forefront of a national (and international) dialogue regarding the profound influence of African American history and culture.

INTRODUCTION

STATEMENT OF PURPOSE

2. Be a Leader in the Field – Lead in the creation, distribution, and exhibition of world-class programs characterized by aesthetic excellence, technological innovation, and relevancy to current events.
3. Mentor Museum Professionals - Train and mentor people of color for careers in the curation, administration, and financial management of first voice institutions around the world.
4. Preserve Institutional Vitality - Ensure the long-term financial sustainability of The Wright.
5. Embrace Sustainable Practices - Embrace environmentally sustainable systems and practices in all aspects of The Wright's institutional programs and culture.

In keeping with these strategic goals, The Wright is requesting proposals to provide quality curriculum development for its Camp Africa program

This experiential learning camp for children ages 7-12 will deepen their sense of self and identity through academic, historical, and cultural content, focusing on the contributions of Africans and African Americans in S.T.E.A.M. (Science, Technology, Engineering, Art, and Mathematics). The camp will run for two weeks per session.

Project Overview

Camp Africa aims to provide a fun, educational, and enriching experience that fosters a strong sense of identity in campers. The curriculum should engage participants through interactive activities, storytelling, and hands-on projects that align with the museum's mission and the camp's identity theme. The selected educator will be responsible for creating a curriculum that:

- Integrates age-appropriate content for children ages 7-12.
- Emphasizes S.T.E.A.M. fields while incorporating African and African American history.
- Includes experiential learning components to foster identity development.
- Is adaptable to different learning styles and accessible for all campers.
- Features daily themes or projects that progressively build knowledge and skills.

The educator will:

- Develop a curriculum for two 2-week sessions, including lesson plans, instructional materials, and a facilitator's guide.
- Create hands-on activities, projects, and workshops that align with the S.T.E.A.M. theme.
- Incorporate cultural, historical, and contemporary elements of African and African American experiences.
- Design assessments or tools for measuring campers' learning and engagement.
- Provide training or orientation for camp staff to effectively implement the curriculum.

Deliverables

BACKGROUND INFORMATION

SCOPE OF WORK

	<p>The educator will be expected to deliver:</p> <ol style="list-style-type: none"> 1. A detailed curriculum outline, including daily lesson plans and learning objectives. 2. Instructional materials, such as worksheets, presentations, and project guidelines. 3. A facilitator’s guide for camp staff, including background information, teaching strategies, and tips for engaging different learning styles. 4. Assessment tools to evaluate camper progress and the impact of the curriculum. 5. A report summarizing the curriculum development process and providing recommendations for future iterations of the camp.
<p>TECHNICAL REQUIREMENTS</p>	<p>There are no technical requirements for this RFP</p>
<p>PROJECT SCHEDULE</p>	
<p>CONTRACT TERMS AND CONDITIONS</p>	<ol style="list-style-type: none"> 1. The terms of this contract will be in effect from 6/23/2025 through 8/22/2025 2. The Charles H. Wright Museum reserves the right to reject any or all proposals. 3. The museum is not responsible for any costs associated with the preparation or submission of proposals. 4. Proposals shall remain valid for 90 days from the submission deadline.
<p>RFP TIMELINE AND REVIEW PROCESS</p>	<p>Deadline for RFP Submission: 03/07/2025, 12:00 Noon RFP Evaluation: 03/08/2025 – 03/28/2025: May include presentations Announcement of Awardee: 03/28/2025</p>
<p>PROPOSAL REQUIREMENTS</p>	<p>Proposals must include the following elements:</p> <ol style="list-style-type: none"> 1. Cover Letter: Introduction to the educator or organization, including relevant experience. 2. Curriculum Development Approach: A description of the proposed approach to developing the Camp Africa curriculum, including methods for integrating S.T.E.A.M. and historical content. 3. Experience: Examples of past curriculum development projects, particularly those involving children and experiential learning in S.T.E.A.M. and/or African American history. 4. Work Plan and Timeline: A detailed plan outlining the project phases, key milestones, and a timeline for completion. 5. Budget Proposal: An itemized budget, including costs for curriculum development, materials, and any additional expenses. 6. References: Contact information for at least two references familiar with the educator's curriculum development work.

	<p>7. Proof of Workers' Compensation Insurance</p> <p>8. W-9 Form with Business Name and Tax ID</p>
<p>SELECTION CRITERIA</p>	<p>Proposals will be evaluated based on the following criteria:</p> <ul style="list-style-type: none"> • Alignment with the museum's mission and the camp's goals. • Demonstrated experience and expertise in curriculum development. • Quality and feasibility of the proposed curriculum approach. • Cost-effectiveness and clarity of the budget proposal. • References and feedback from previous projects. <p>Preference will be given to businesses operating in the City of Detroit.</p>
<p>REQUIREMENTS FOR PROPOSALS</p>	<p>Please submit your proposal electronically by 3/7/2025; Lance Wheeler, VP of Learning & Engagement at infolearningandengagement@thewright.org . Late submissions will not be considered.</p>
<p>POINT OF CONTACT</p>	<p>Questions regarding this RFP should be submitted by 3/21/2025 to Jonathan Jones, Manager of Youth & Family Programs at jones@thewright.org. Responses to questions will be provided to all prospective evaluators by 3-5 business days.</p>