



Call for Proposals

Indigenous Representation at Medicine Hat Public Library

September 30, 2026

Medicine Hat Public Library seeks to work with Indigenous individuals, groups and communities to showcase Indigenous people, knowledge and culture within the Library.

The Library's goals are as follows:

- Develop and enhance the Library's collections and programming
- Advance and support Reconciliation and the principles of Reconciliation as outlined in the Truth and Reconciliation Commission of Canada, the United Nations Declaration on the Rights of Indigenous Peoples and other sources:
 - Provide information on the history of Indigenous peoples in Alberta and Canada
 - Connect Indigenous and non-Indigenous peoples; welcome Indigenous people into the Library and community more effectively
 - Increase equitable access for Indigenous people to jobs, leadership positions, and professional development opportunities
 - Give voice to the diverse perspectives of Indigenous peoples
 - In particular, give voice to Indigenous people of Treaty 7 and Treaty 4 land and Metis Nation Region 3.
- Support the Library's mission statement, values, goals and objectives:
 - Serve as a community hub that helps educate, enrich, entertain and inform
 - Support equitable access and inclusion
 - Connect community
 - Enhance the vitality of the community.

To further these goals, the Library seeks to contract with Indigenous people or groups to add to its collections and/or programming. Projects could include but are not limited to:

- Books and/or other collection items
- Library of Things collection items (non traditional items such as tools or cultural objects for loan to the community)
- Artwork for display in Library including paintings, murals, sculptures, objects and other formats
- Indigenous programs for the public including teaching, culture, craft and other subjects with Indigenous content
- Staff and Board development, policy development and other institutional supports
- Elder in residence.

The Library's budget for this initiative is \$5,000.

Indigenous people or groups are encouraged to submit proposals using the attached form. Applications will be accepted until all funds are allocated.



**medicine hat
public library**

Application form

Call for Proposals for Indigenous Representation in Medicine Hat Public Library

Applicant name: _____

Applicant is: ☐ Person ☐ Corporation ☐ Group ☐ First Nation

Contact information: _____

Phone number, email, address

Project description: _____

Briefly describe your proposal

Requested funding: _____

If applicable, complete the attached budget outline or a custom budget to support your funding request.

Timeline: _____

Describe when your proposed project would take place, or when deliverables would be completed and available to the library.

Applicant's Indigenous heritage or connection: _____

Attach supporting information and documents as required.



Budget outline

Call for Proposals for Indigenous Representation in Medicine Hat Public Library

List the costs that your funding request is based on. List each item separately. Total costs on your budget should equal your funding request. You may use your own budget document such as a spreadsheet if you prefer.

Item type can be Materials, Labour/wages, Honoraria, Equipment, Travel, Administration or Other.

<u>Item type</u>	<u>Item description</u>	<u>Cost</u>
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Selection Criteria

- Quality and appropriateness of proposed deliverable (collection item or program) including fit with Library collection development criteria, programming criteria, Plan of Service, mission and values
- Indigeneity of proposal: connection to traditional and/or contemporary Indigenous cultures, communities, traditions, and issues; relevance to Indigenous people; potential to build connection between Indigenous and other people, and/or to advance Reconciliation
- Practicality of proposal including fit with Library staffing, hours and other institutional constraints
- Applicant's Indigenous heritage and/or connection to an Indigenous community (First Nations, Inuit and/or Metis); preference for local connections
- Prior experience, prior projects, and reputation of applicant
- Cost effectiveness and budgetary fit within other proposals

Procedure for evaluation, selection and implementation of proposals

- Proposals will be accepted until funding is completely allocated.
- If funding is renewed, a Call for Proposals will be reissued and applications reopened.
- Proposals will be reviewed by a committee including Library and Indigenous representation.
- Indigenous committee members and project assistants will be recognized and compensated for time and efforts.
- The Medicine Hat Public Library reserves the right to select a single, or multiple, or no proposals, or to terminate this Call at any time. The Library may work with applicants to collect further information and finalize applications. The Library thanks all applicants for their proposals.