



# Williams Lake

F I R S T N A T I O N

Request for Proposals  
for  
Authorship of WLFN History Book

**Closing Date: January 30, 2026**

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## **1. Introduction & Background**

Williams Lake First Nation is inviting proposals from qualified authors, researchers, historians, and Indigenous knowledge keepers to develop and write a comprehensive book documenting the history of the Nation.

This project is intended to preserve, honor, and share our Nation's story — grounded in our own voice, worldview, laws, and lived experiences — for present and future generations. The book will serve as an enduring cultural, educational, and historical resource for our community and the broader public.

## **2. Project Purpose & Objectives**

The primary objectives of this project are to:

- Document the historical narrative of Williams Lake First Nation from time immemorial to the present day
- Preserve oral histories, teachings, language, and cultural knowledge
- Reflect the Nation's perspective, governance, laws, and resilience
- Ensure respectful, accurate, and culturally grounded representation
- Produce a high-quality, publish-ready manuscript suitable for community and public distribution

### **3. Scope of Work**

The successful proponent will be responsible for:

- Working closely with Williams Lake First Nation leadership, Elders, Knowledge Keepers, staff, and community members
- Conducting historical research, interviews, and archival review
- Integrating oral histories, cultural teachings, and lived experience
- Drafting, revising, and finalizing a complete manuscript
- Participating in regular project check-ins and reviews
- Ensuring cultural protocols, data sovereignty, and confidentiality are upheld
- Delivering a final manuscript ready for publication

The final book is expected to include, but not be limited to:

- Pre-contact history and origin stories
- Impacts of colonization and government policy
- Governance, leadership, and legal traditions
- Cultural practices, language, and teachings
- Contemporary history and community resurgence

### **4. Deliverables**

- Project work plan, budget, and timeline
- Draft chapters and review milestones
- Final complete manuscript
- Supporting documentation (references, permissions, interview records)

## **5. Proponent Qualifications**

Proponents should demonstrate:

- Experience in historical research, authorship, or related fields
- Experience working with Indigenous Nations and communities
- Cultural competency and commitment to respectful collaboration
- Strong writing, research, and project management skills
- Ability to meet timelines and engage with community processes

Preference may be given to Indigenous authors or teams.

## **6. Proposal Submission Requirements**

Proposals must include:

1. Cover letter
2. Proponent background and relevant experience
3. Proposed approach and methodology
4. Preliminary work plan and timeline
5. Project budget and fee structure
6. Examples of previous work
7. References

## **7. Evaluation Criteria**

Proposals will be evaluated based on:

- Understanding of project goals and cultural context
- Experience and qualifications
- Quality of proposed methodology
- Community engagement approach
- Value for cost
- Demonstrated commitment to respectful collaboration

## **8. Timeline (Tentative)**

<u>Milestone</u>	<u>Date</u>
RFP Issued	January 16, 2026
Proposal Submission Deadline	January 30, 2026
Proponent Selection	February 6, 2026
Project Start	February 9, 2026
Final Manuscript Due	TBD

## **9. Terms & Conditions**

Williams Lake First Nation reserves the right to accept or reject any or all proposals, negotiate with selected proponents, and modify the project scope if required.

All intellectual property and collected knowledge will remain the property of Williams Lake First Nation.

## **10. Submission Instructions**

Proposals must be submitted electronically to:

**Contact Name:** Kourtney Cook  
**Title:** Chief Administrative Officer  
**Email:** Kourtney.Cook@wlfm.ca  
**Phone:** 250-296-3507