



The National Native American Boarding School Healing Coalition

Post Date:

Proposal Due Date: June 1, 2025

Selection by: June 5, 2025

Contract Start Date: June 15, 2025

Contract End Date: December 15, 2025

Location: Remote

Budget Limit: \$10,000

Request for Applicants

The National Native American Boarding School Healing Coalition (NABS) seeks a qualified individual to transcribe materials from Haverford and Swarthmore Quaker Colleges.

About Us

NABS was founded in 2012 to lead the movement for truth, justice and healing for Indigenous peoples impacted by U.S. Indian boarding schools. We are Indigenous led with 100% of the Board of Directors and Officers being Native American and Alaska Native. Visit <http://www.boardingschoolhealing.org> for more information about us, our strategic action plans, community impact, and resources.

Background

The National Native American Boarding School Healing Coalition (NABS) was formed to address this lack of public awareness regarding the history of U.S. Indian boarding schools. As a coalition, we aim to develop and implement a national strategy with our various organizational, professional, and community partners that raises awareness about the impacts of these schools and cultivates new research and scholarship on this topic. As a foundational goal, NABS aims to make these records available in a single point of access and searchable to scholars who can initiate new paths of inquiry and to Native individuals and communities who are conducting research on their Tribes and family members. Using this grant, NABS will digitize 20,000 pages related to at least 9 Quaker-operated boarding schools in Indiana, Nebraska, New York State, Ohio, Oklahoma, and Pennsylvania. The coalition's special project, the National Indian Boarding School Digital Archive (NIBSDA) represents an unprecedented achievement, serving as the first time that multiple digitized collections of boarding school materials will be made searchable through a single point of access. The implications that this holds for humanities scholarship is vast, as the limited narratives that have been composed regarding the Indigenous peoples of the U.S. have largely neglected this period, as well as their lasting impacts on modern Native Nations. These lasting impacts will be narrated and documented in a series of oral histories for this project which will provide crucial context as the public and scholars engage in these histories.

The Significance of Quaker Operated Indian Boarding Schools

Our understanding of the early discourse around U.S. Indian policy, informed by Grant's Peace Policy era, is limited. Consulting with records that pre-date notorious institutions such as the Carlisle Indian Industrial School—established 1879—will give historians a nuanced glimpse into how these assimilative institutions were devised and motivated. Quaker involvement in U.S. Indian policy is an area of growing interest but remains understudied. The records we will digitize relate to Quaker-operated boarding schools and Quaker organizations that funded this work. The collections range from 1852 to 1945—with anticipated limited exceptions prior to 1852—and include enrollment papers, financial information, correspondence, administrative records, and photographs. These records can inform us about the conditions that Native

students lived in, how Quaker institutions were financed through the federal government, and will reveal the motivations behind U.S. assimilation policy design. These records reveal storied experiences and information that is too often absent from the public record, but that are increasingly sought by historians of American Indian and American history.

Project Goals

This contractor will work closely with NABS, Haverford, and Swarthmore teams to establish a priority list of queued manuscripts from a grouping of over 20,000 pages of digitized materials. These transcripts will be uploaded to NIBSDA catalog record entries.

Timeframe

- June 15: Training and Orientation
- June 16:-December 14, 2025: Project implementation
- December 15, 2025: Finalized deliverables due

Success Measures

Ultimately, success for a transcriptionist working with handwritten materials is defined by the accurate, consistent, and contextually informed conversion of historical handwriting into searchable, digital text. This includes maintaining fidelity to original spellings and phrasing, recognizing culturally significant terminology, and flagging illegible or ambiguous text for review. A successful candidate will demonstrate the skillsets necessary to ensure digitized material remains true to the source while enhancing accessibility for researchers, communities, and archival systems.

Scope of Work

NABS will provide:

- Direction on transcription protocols and preferences, including guidance on sensitive content and segments to be excised.
- File format specifications and delivery requirements

Proposal Requirements

Proposers should have knowledge of the U.S. Indian boarding school history, legacy, and impacts, as well as an understanding of the resulting intergenerational trauma. All proposals should include:

- A brief cover letter summarizing experience relevant to this project.
- Resume or CV.
- Names and contact information for two professional references.

Note: Contractors are required to maintain General and Professional liability insurance including Workers Compensation insurance in compliance with applicable laws.

Proposal Evaluation

Proposals will be evaluated on the following criteria:

- Completeness and adherence to the proposal requirements.
- Quality and relevance of past work.
- Administrative and technical competence.
- Approach for completing the work.
- Preference is given to affirmative representation from Native American-owned businesses, Tribal enterprises, and individuals, as well as small and minority owned businesses, and women's business enterprises.
- Experience demonstrating effectiveness in delivering the same or similar services.
- Team member qualifications.
- Budget feasibility and value.

For Questions

If you have any questions, please contact Samuel Torres, Deputy CEO: storres@nabshc.org or Fallon Carey, Digital Manager: fcarey@nabshc.org

To Submit Your Proposal

By June 1, 2025, email to Tom Kinley tkinley@nabshc.org with **Transcription Services** in the subject line.

NABS is an Equal Opportunity Employer committed to a work environment free of all forms of discrimination, harassment, and violence. All employment and contracting decisions are based on merit, competence, performance, and organization needs. NABS prioritizes work to empower and include people from Indigenous communities who have been impacted by U.S. Indian Boarding School policies. We are proud of our collaborative and wellness-focused culture where all people feel safe to bring their whole selves.