

**Chester County Department of Community Development
Request For Qualifications (RFQ)
Community Services Block Grant - Recovery Program Funding**

Due: Friday, June 26, 2009

Purpose:

The Chester County Department of Community Development (DCD) is seeking a written submission from community service agencies describing the agency's qualifications to provide Community Services Block Grant – Recovery activities and programs that address employment, education, better use of available income, housing, nutrition, emergency services, and/or health for people at or below 200% of the Federal Poverty Level (attached).

DCD will utilize RFQ submissions for the purpose of determining specific agencies to award contracts to provide Recovery Act CSBG service activities that focus specifically on the provision of economic opportunity for the newly unemployed and under-employed, and emergency food, housing and health services for people who have been adversely affected by the economic crisis.

Background:

The purpose of CSBG-R is to support the President's effort to jump start the economy by using Recovery Act funds for employment-related services and activities that create and sustain economic growth in communities while keeping with the requirements of the "regular" CSBG Act.

The PA Department of Community and Economic Development released the "Recovery Act" CSBG State Plan detailing program criteria and priority areas of service. The State's CSBG-R Plan can be found at: <http://history.visitpa.com/newsroom/news-detail/index.aspx?nid=356>

All respondents to this RFQ should review and be familiar with the information published in the State's CSBG-R Plan.

Project Description:

DCD is seeking projects that can be coordinated with other American Recovery and Reinvestment Act (ARRA) programs, such as the Homeless Prevention and Rapid Re-Housing Program, so that services can be tailored to meet a full spectrum of needs for a diverse population. CSBG-R activities should focus on reaching out to clients who are unlikely to have knowledge of "regular" CSBG-funded programs.

To reinforce the Pennsylvania's Department of Community and Economic Development priorities for "regular" CSBG activities, DCD intends to focus the Recovery Act CSBG funds on the following priority areas:

- Provision of supportive services in coordination with the provision of housing;
- Financial literacy training, including training in the economics of home repair and renovation;
- Job training coordinated with DCD's efforts in Chester County to create or preserve job opportunities;

- Job creation, including micro-enterprise development and entrepreneurship training; and
- Integration of immigrant communities, including job-related English language training and assistance to immigrant entrepreneurs.

Funding Award Information:

Funding for CSBG-R has not been finalized. DCD's application will be under review by PA DCED with an anticipated contract on or before July 1, 2009. It is anticipated that DCD will receive \$731,161 in CSBG-R funds to be expended by September 30, 2010.

RFQ Criteria:

Responses must be limited to three (3) single-spaced, typed pages with one-inch page margins, not including associated budget documents, and should include the following:

The proposal for supportive services should include the following:

1. Agency name, address, contact information, tax identification number and the name of the executive director.
2. A brief description of agency's experience in providing the proposed services.
3. A description of the experience of the agency's collaboration with other agencies. Coordination with various public and private resources enable Chester County to expand existing programs and to design new programs targeted to support the vision of the Recovery Act and programs funded under it. Provide a list of agencies that your agency has both formal and informal relationships.
4. A brief description of the agency's plan to provide employment, education, housing and emergency services that focus on economic opportunities by those affected by the economic crisis, based on the requirements listed above. Describe innovative initiatives that promote food security, housing, health services an employment.
5. A budget for providing services for CSBG-R eligible participants. Use the attached budget form. Please include a narrative describing how the budget figures were determined.
6. Based on the budget provided, please indicate the anticipated number of households (1 or more persons) your agency anticipates serving.

Responses must be received by 4:00 p.m. Friday, June 26, 2009. Responses should be labeled "HPRP and CSBG-R" and submitted to:

Chester County Department of Community Development
Attn: Michael Givler, Community Services Manager
601 Westtown Road, Suite 365
West Chester, PA 19380-0990

All inquiries regarding the RFQ should be directed to the Chester County Department of Community Development by phone at 610-344-6900 or by e-mail at ccdcd@chesco.org. Please reference the "HPRP and CSBG-R RFQ" when seeking assistance.

CSBG-R BUDGET FORM

AGENCY: _____ ACTIVITY: _____

	<u>HPRP Funds</u>	Other Funds	In-Kind	Total
PERSONNEL:				
Salaries/Wages				
Fringe Benefits				
OPERATING:				
CLIENT SERVICES:				
TOTAL				

2009 FEDERAL POVERTY GUIDELINES

FAMILY INCOME LEVELS

For family unit w/more than
8 persons add the additional
amount indicated below for
ea add'l member

# OF PERSONS	1	2	3	4	5	6	7	8	
200% of Poverty	\$21,660	\$29,140	\$36,620	\$44,100	\$51,580	\$59,060	\$66,540	\$74,020	\$7,480
150% of Poverty	\$16,245	\$21,855	\$27,465	\$33,075	\$38,685	\$44,295	\$49,905	\$55,515	\$5,610
135% of Poverty	\$14,620	\$19,670	\$24,719	\$29,768	\$34,817	\$39,866	\$44,915	\$49,964	\$5,049
125% of Poverty	\$13,538	\$18,213	\$22,888	\$27,563	\$32,238	\$36,913	\$41,588	\$46,263	\$4,675
115% of Poverty	\$12,455	\$16,756	\$21,057	\$25,358	\$29,659	\$33,969	\$38,270	\$42,517	\$4,301
100% of Poverty	\$10,830	\$14,570	\$18,310	\$22,050	\$25,790	\$29,530	\$33,270	\$37,010	\$3,740
75% of Poverty	\$8,122	\$10,927	\$13,733	\$16,538	\$19,343	\$22,148	\$24,953	\$27,758	\$2,805
50% of Poverty	\$5,415	\$7,285	\$9,155	\$11,025	\$12,895	\$14,765	\$16,635	\$18,505	\$1,870

NOTE: Poverty Guidelines apply nationwide. They are set by the U.S. Dept of Health and Human Services and are subject to change annually.

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PREPARED BY COUNTY OF CHESTER DEPARTMENT OF COMMUNITY DEVELOPMENT