

# Bidder's Notice: August 2, 2019

Amended September 3, 2019

New York State  
Office of Children and Family Services  
Division of Child Care Services

Grant Procurement

## REQUEST FOR PROPOSALS

RFP # 1009  
Grants Gateway # CFS01-ESAP19-2019

### Empire State After-School Program

This notice is being issued to focus attention on important information regarding the Empire State After-School Program RFP # 1009. To be considered for funding:

1. The proposal **MUST** meet **ALL** of the requirements outlined in **Section 3.1 Minimum Qualifications** of the RFP;
2. The proposal **MUST** serve an eligible school district listed in **Attachment 3 – List of Eligible School Districts**;
3. If the applicant is a not-for-profit community-based organization (CBO), the **Attachment 4 – Partnership Agreement** provided with this RFP **MUST** be filled out in its entirety and signed by an authorized representative for the not-for-profit CBO and eligible school district, without changes to or addendums added;
4. If the applicant is a not-for-profit CBO, a separate **Attachment 4 – Partnership Agreement MUST** be provided for **EACH** site the applicant proposes to serve;
5. The applicant **MUST** agree to offer a gang-prevention program;
6. The after-school program(s) must be in operation a minimum of three (3) hours a day, **when classes are in session**, beginning directly after the school day ends. **Or, for applicants who have an existing program beginning directly after the school day and propose to serve the same youth, the afterschool program must be in operation for a separate three (3) hour block of time, when classes are in session, in the evening and must provide meals. (For example, if an applicant is currently serving 100 youth from 3PM to 6PM under an existing grant and proposes to serve the same youth from 6 PM to 9 PM, this is permissible.)**
7. The after-school program(s) **MUST** operate a minimum of fifteen (15) hours per week, **when classes are in session**, for at least 28 weeks per year;
8. The term of the contract(s) awarded in response to this RFP **MUST** be for three (3) years. (RFP Section 2.4); and
9. For state-funded awards, the total administrative costs **SHALL NOT EXCEED** fifteen (15) percent of the total grant award (RFP Section 5.2.B)