

# Bidder's Notice: 12/15/2023

New York State  
Office of Children and Family Services  
Division of Child Welfare and Community Services  
Bureau of Program and Community Development

Grant Procurement

REQUEST FOR PROPOSALS

RFP # 1134  
Grants Gateway # CFS01-TRUST-2023

## New York State Children and Family Trust Fund

This notice is being issued to focus attention on important information regarding the New York State Children and Family Trust Fund RFP # 1134.

To be considered for funding:

- 1) Eligible applicants must be either:
  - not-for-profit corporations with 501(c)(3) certification (community-based and faith-based organizations are strongly encouraged to apply); or
  - public agencies. For the purposes of this RFP, "public agency" shall mean a local government office, board, department, bureau, commission, division, agency, other instrumentality of local government, or public educational institution.

Except as provided above, for-profit entities and state agencies including affiliated entities are not eligible to apply.

- 2) Prior to submitting an application, applicants should solicit comments from the local commissioner(s) of social services and youth bureaus of the locality(ies) in which the program will operate, and to demonstrate alignment with LDSS strategies and/or priorities, applicants must consult with or provide a copy of their proposal to all LDSSs the applicant proposes to serve, to jointly identify service gaps and community needs. To comply with this requirement, an **Attachment 1 - LDSS Commitment Form** must be completed and signed by each LDSS representative from the county(ies) served by the applicant and submitted with the proposal (preferred) or submitted within 21 days of the date on the award letter if selected for award.
- 3) Applicants must submit one or more **Attachment 2 - Community Partners Affirmation of Support Form(s)** from local community partners, including domestic violence support services and substance abuse treatment providers they are proposing to partner with. The form(s) should be submitted with the proposal

(preferred) **or** submitted within 21 days of the date on the award letter if selected for award.

**Please Note:** The form(s) must be signed by a representative of the partner agency and specify areas of agreement and cooperation as well as the responsibilities of the partners, including sharing of space, service provisions, referral, and involvement in project development..

- 4) Be prequalified, if not exempt, on the application deadline (preferred) **OR** be prequalified within 30 days of the award letter date if selected for funding. OCFS, in its sole discretion, reserves the right to extend this deadline, if it is determined to be in the State's best interest to do so.

**Please note:**

- Proposed budget should reflect expenses for an annual (one-year) period for up to the maximum dollar amount of \$357,443 as noted in RFP **Section 2.3 Purpose and Funding Availability**.
- A local match is **not** required; however, it is encouraged, and priority may be given to programs that demonstrate there is an additional (financial or non-financial) investment by the applicant agency and/or community.