



CITY OF PROVIDENCE, RHODE ISLAND

**Department: Office of Economic Opportunity**

**RFP Title: Building Resilience In Non-Profits Serving Underserved Providence Communities**

**Opening Date: 05/08/2023**

**Addendum #: 1**

**Issue Date: 04/24/2023**

The purpose of this addendum is to provide corrections to the Tentative Timeline located on page 26 of the RFP. The dates were inconsistent with the dates listed in the timeline table on page 27.

Correction:

**Tentative Timeline**

The advertisement of this RFP will consist of an open period of 28 days from April 10, 2023, until May 8, 2023, by 2:15pm. Proposals submitted outside of that timeframe will not be accepted or reviewed. The Office of Economic Opportunity will host an application workshop via Microsoft Teams on April 19t, 2023 at 11am to answer questions about the RFP application and process. Participation in this Workshop is highly recommended, but not mandatory. Any questions from the workshops will be recorded and shared publicly for the benefit of proposers and the community. Completed proposals will be reviewed to determine whether proposals meet qualification requirements. The Office of Economic Opportunity will evaluate each complete and eligible proposal according to the priorities identified herein, and funding award decisions shall be announced once the review has been completed.

Attached to this addendum is the Q&A from the scheduled Pre-Bid conference & addition of a digital budget form which is required upon bid submission.

Providence City Hall  
25 Dorrance Street  
Providence, RI 02903



CITY OF PROVIDENCE  
MAYOR BRETT P. SMILEY

**Department:** Office of Economic Opportunity

**RFP Title:** Building Resilience in Non-Profits Serving Underserved Providence Communities

**Opening Date:** May 8, 2023 before 2:15PM

**Addendum #1:** Corrections, Q&A & Required digital budget form.

**Date:** April 24, 2023

**Purpose:** This addendum item serves as an FAQ for the RFP titled '*Building Resilience in Non-Profits Serving Underserved Providence Communities*'. Questions were received and responded to during the scheduled Pre-Bid Conference for the RFP, on Wednesday April 19<sup>th</sup> at 11am. This addendum also serves to notify vendors an additional submission requirement in the form of a digital budget form (excel link).

**Terminology:**

- *RFP: Request for Proposal*
- *ARPA: America Rescue Plan Act*

**Pre-Bid Conference Q&A**

Pre-Bid Conference Virtual Meeting Link [Here](#)

**Q1: Can nonprofits use these funds to support currently existing programming?**

A1: If a project already has funding from a state, local or federal level, the funds cannot be used. Funds should be used for projects and initiatives that are specific to the scope and purpose of the current RFP for disaster resiliency.

**Q2: Can an organization that is not a nonprofit apply if it is working with or alongside an existing non-profit on the program?**

A2: The lead applicant on the application must be a 501c3 nonprofit. Additionally, if there are any partners that are associated with the project, then there should be corresponding partnership agreements and letters of support included as a part of the proposal. You should also be sure to detail out each entity's role in the project.

**Q3: If a nonprofit will not be using subcontractors, does the MWBE subcontractor form need to be filled out?**

A3: No, if you are not using subcontractors, you do not need to fill out the subcontractor form. You will still need to include the MWBE Affidavit form located on pg. 13 of the RFP.

**Q4: Is there a monetary cap on the grant?**

A4: Proposals can include a total budget of up to \$50,000. Applications over \$50,000 will not be considered.

**Q5: Can the grant be used for operational expenses?**

**OFFICE OF ECONOMIC OPPORTUNITY**

JOSEPH A. DOORLEY JR. MUNICIPAL BUILDING, 444 WESTMINSTER ST, PROVIDENCE RI 02903  
PHONE 401.680.8541 | WWW.PROVIDENCERI.GOV/OEO



CITY OF PROVIDENCE  
MAYOR BRETT P. SMILEY

A5: Yes, but it all depends on what is being proposed. If operational expenses are included please make sure to detail within the proposal how it will increase capacity and disaster preparedness and resilience.

**Q6: Is there a possibility of additional American Rescue Plan Act funds or other funding streams that will be used to advance the same program in future years?**

A6: The ARPA money has been allocated and is expected to not have further continuance by the Federal government. Through the Inflation Reduction act and other Infrastructure jobs acts, there will be grants and workforce development investments coming down that the City will pursue in the areas of environmental justice, clean energy, infrastructure, water and sewer improvements. The investments will be targeted towards those most vulnerable and persistent poverty communities.

**Q7: The previous RFP was flexible to ensure that BIPOC (Black, Indigenous and People of Color) led organizations have access to the funds. Why the RFP was changed in scope?**

A7: As part of the City audit by the new administration, the RFP was revamped to have a greater impact for organizations serving vulnerable communities that, in addition, had specific needs that would build towards disaster resiliency in underserved communities. In rewriting RFP and knowing there will not be another round of ARPA, the intent is to provide an expansion of capacity and sustainable outcomes in underserved Providence communities. Please note in your narrative if being a BIPOC organization is integral to your work and part of your story; that is something that will be taken into consideration.

**Q8: What are the criteria that will be assessed?**

A8: The criteria and rubric are located on page 22; the questions are exactly what the evaluation team will be considering when scoring your proposal. We encourage applicants to be specific and clear with the narrative and budget. There is no need to go into the weeds for the budget but we do want to have a clear picture of how funds will be utilized.

**Q9: What is the title of the previous iteration of this RFP?**

A9: This RFP is a rewrite and repurposing of the Hardest Hit Communities RFP.

**Q10: Should the proposal be directly related to how it would help the organization better serve the community during a disaster?**

A10: Yes, a disaster can include anything from flooding, fire, extreme heat, pandemic, or a manmade disaster. In any case, please be clear on what disaster or stress you are serving.

**Digital Budget Form** [Here](#)