

REQUEST FOR PROPOSALS NO.
22BW182643

OFFICE OF CONTRACTING AND
PROCUREMENT ON BEHALF OF
MICHAEL E. DUGGAN, MAYOR

CITY OF DETROIT
HOUSING AND REVITALIZATION DEPARTMENT
**NOTICE OF REQUEST FOR 2023-2024 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
NEIGHBORHOOD OPPORTUNITY FUND (NOF) PROPOSALS.**

The City of Detroit invites community organizations and others to submit proposals for projects to be funded by the 2023-2024 U.S. HUD, Community Development Block Grant/Neighborhood Opportunity Fund (CDBG/NOF) program. Federal requirements will be followed as appropriate.

All community organizations, human service organizations, non-profit organization etc., who wish to participate in the development and implementation of **NOF projects** as advisors and/or as operating agencies may submit proposals.,

This year, all 2023-2024 CDBG/NOF proposals must be prepared and submitted online using the City's "Oracle" system. Proposal applicants must register on Oracle before a proposal can be submitted. Proposals must be submitted via Oracle by **5:00 pm (Eastern Daylight Time) on Friday, September 30, 2022**. Public Recording of Proposal Submission takes place at 2:00 p.m. (Eastern Daylight Time), Monday, October 3, 2022, via Microsoft Teams meeting, **Join on your computer or mobile app**, Click here to join the meeting Meeting ID: 271 168 665 942, Passcode: X9um6V, Download Teams | Join on the web, **Or call in (audio only)** +1 469-998-6602,747100937# United States, Dallas

To obtain information regarding Oracle, please visit the City of Detroit Office of Contracting and Procurement webpage.

PROPOSAL SELECTION & EVALUATION CRITERIA

Proposals submitted by the deadline, **Friday, September 30th, 2022, by 5:00 p.m.**, and meeting the minimum threshold requirements will be reviewed and ranked by a proposal review panel. All applications will go through a selection and ranking process. Proposals will be selected and funded based on the applicant's ability to demonstrate their capacity to implement a successful program/activity, the City's priorities, project ranking, and available funding. Selected proposals must meet **all** the CDBG basic eligibility requirements to be considered for funding. **Proposals that do not meet the eligibility requirement will be eliminated from consideration.** Your proposal will only be considered for funding if you meet the Threshold Requirements:

- Meets HUD National Objective
- Group attended the CDBG/ NOF webinar or viewed the webinar recording
- Proposal(s) complete and submitted on correct form by the deadline
- Has at least five (5) member board, which meets at least twice a year
- Has 501(c) (3) status prior to applying for proposal
- Has at least two (2) years of operation and proof of operations
- Has no unresolved government audit and monitoring problems (i.e., tax, legal, etc.)
- Has submitted most recent fiscal year cash flow statement, financial statement and if available, recent audit
- Has read and signed Application Certification form
- Submitted current Non-Profit Corporation Information Update (Michigan Annual Non-Profit Report)
- Submitted Articles of Incorporation
- Applicant's organization has provided proof of operating cash on hand (at least 7% of the request)
- Submitted Certificate of Good Standing

Proposals passing threshold criteria review will be ranked and scored on a 100-point scale, with 0 being the lowest and 100 the highest score. Proposals must score at least 80 points to be recommended for funding. Proposals will be ranked according to score and recommended for funding in rank order. The Assessment Criteria is as follows:

Project Description	35 points
Organizational Information	25 points
Activities, Outputs, Outcomes & Impacts	20 points
Budget	20 points

The 2023-2024 CDBG/NOF proposal packages with the required proposal forms will be available via Oracle on **Monday, August 29, 2022**.

Proposals submitted by the **5:00 pm, Friday, September 30, 2022**, deadline will be evaluated by city agencies. Late proposals will not be accepted. Funding approval for proposals will be determined by the Mayor and City Council.

VIRTUAL CDBG/NOF WORKSHOP

The Housing and Revitalization Department (HRD) will conduct two "Proposal Workshops" to present details and answer questions regarding the Public Service NOFA. The workshops will be held **10:00 a.m., Wednesday, August 24, 2022, and 1:00 p.m., Wednesday, September 7, 2022**. The workshops are designed to help community groups and others prepare their CDBG/NOF proposals. According to proposal criteria, a community group representative **must attest** to attending a workshop to be eligible for funding (see proposal signature page). Workshop registration information can be obtained by visiting HRD Website News and Events section or https://detroitmi.gov/Calendar-and-Events?term_node_tid_depth=91

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Notice of Non-Discrimination: The City of Detroit does not discriminate on the basis of race, color, creed, national origin, age, handicap, sex or sexual orientation. Complaints may be filed with the City of Detroit, Civil Rights, Inclusion, Opportunity, Coleman A. Young Municipal Center, Detroit, Michigan 48226.