

City of Savannah
COMMUNITY PARTNERSHIPS PROGRAM
2018 REQUEST FOR PROPOSALS

The City of Savannah is seeking to purchase programs and services to be provided under the Community Partnerships Program (formerly the Social Services Grants Program) for fiscal year 2018. The City is seeking proposals that assist in achieving the goals and priorities identified in the City's Strategic Plan as outlined herein and support and specifically benefit the residents of Savannah, Georgia. Proposals will be evaluated by one or more selection committees, and successful proposals will be recommended for funding in varying amounts from a minimum of \$5,000 to a maximum of \$50,000 for Community Services contracts and up to \$200,000 for Homeless Continuum of Care Services Management.

IMPORTANT REMINDERS:

1. The Community Partnerships Program is a competitive process. Proposals may or may not be recommended for funding; therefore, agencies should not rely upon or have an expectation of funding from the City of Savannah.
2. City funding is intended to purchase programs and services which further the City's Strategic Plan and benefit Savannah residents. It is not intended to support general operating and overhead costs not associated with the program or service being funded. Agencies are strongly encouraged to pursue other funding alternatives to support its programs and operations.
3. Funding recommendations must be approved by the Mayor and Aldermen in accordance with the final 2018 Budget and if approved, contracts for services will be executed with selected providers.

ELIGIBLE APPLICANTS

Agencies submitting proposals must meet the following requirements:

- Be a legally formed not-for-profit (non-profit) entity located within the city and providing services directly benefitting residents of Savannah, Georgia.
- Provide proof of the non-profit entity's legal formation. Both non-profit and for-profit corporations are formed in Georgia by filing with the Corporations Division of the Office of Secretary of State. For more information or to retrieve a copy of the agency's Georgia certificate visit: <https://ecorp.sos.ga.gov/BusinessSearch>
- Agencies must submit completed audits or financial statements prepared by independent auditors or certified public accountants for the agency's most recent fiscal year. A certified Profit and Loss Statement will be accepted for agencies expending less than \$100,000 in the prior fiscal year. Agencies currently receiving City funding with the most recent audit/financial statement on file with the City do not need to resubmit another copy with their proposal.
- **NOTE: All agencies approved for 2018 contracts must provide proof of the agency's federal tax exemption from the Internal Revenue Service prior to contract execution.**

Agencies submitting proposals and currently receiving City funding must be in good standing with the City. To be considered in good standing, the agency must be in compliance with all terms of their existing agreement. New agencies applying for funding must provide a cover letter and a copy of their most recent financial audit in addition to their proposal and budget information.

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SUBMISSION OF PROPOSALS

Agencies wishing to submit a proposal must use the standard proposal form and budget worksheets provided on the City’s website at <http://www.savannahga.gov/budget>. Proposal forms and budget worksheets will be available beginning August 7, 2017.

To be considered for funding, all proposal materials must be completed and **received by the City at the electronic or physical address listed below no later than 4:00 pm on August 31, 2017.** For electronic submissions, agencies are advised to contact the Community Planning & Development Office at 912-651-6520 to ensure all proposal materials were properly uploaded and received.

Electronically:	communitypartnerships2018@savannahga.gov
By Postal Service:	Community Planning & Development Attn: Community Partnerships Program P.O. Box 1027 Savannah, Georgia 31402
In Person:	Community Planning & Development Office 2203 Abercorn Street Savannah, Georgia 31401

Two Proposal Workshops for interested parties will be held:

Friday, August 11, 2017	2:30pm-4:30pm	Savannah Civic Center (Bryan Room)
Monday, August 14, 2017	2:00pm-4:00pm	Savannah Civic Center (Bryan Room)

ELIGIBLE ACTIVITIES

Agencies seeking to provide services must submit proposals under one of the following two categories:

I. COMMUNITY SERVICES (\$5,000 - \$50,000)

Proposals submitted in this category must demonstrate the ability to achieve one of the following goals of the City of Savannah’s Strategic Plan.

A. Neighborhood Revitalization

- Engage neighborhood residents in sustainable programs and initiatives that measurably improve neighborhood cleanliness and livability.
- Increase the creation and sustainability of community gardens, urban agriculture and other green initiatives that engage the community in reducing waste, and recycling/reusing resources.
- Provide residents and youth with high quality recreational programs.
- Increase neighborhood connectivity through improved and expanded multi-modal mobility.
- Provide City of Savannah households with access to improved housing.

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B. Poverty Reduction and Economic Strength

- Increase economic opportunity and upward mobility for low-to-moderate income residents.
- Decrease the prevalence of food deserts within Savannah neighborhoods (e.g. geographic areas where access to affordable, healthy food options is limited or non-existent within a convenient travel distance).
- Provide direct services to meet the critical needs of senior citizens residing in Savannah as evidenced by local data.
- Provide soft skills and work readiness training to high-school aged youth in Savannah.
- Provide soft skills and workforce training to unemployed/underemployed Savannah adults.
- Connect graduates of City and partner workforce training programs to living wage jobs.

C. Community Intervention and Prevention

- Provide immediate assistance to low-income families to meet basic human services following household displacement or other crisis events.
- Provide communication and coordination support for evacuation and sheltering programs in the event of a mandatory evacuation.
- Engage youth, families and other community stakeholders in programs and activities that assist in lowering Part I violent crime and ensuring residents feel safe in their neighborhoods.
- Work with law enforcement and neighborhoods to recruit and develop Block Captain Networks throughout neighborhoods experiencing crime.

II. HOMELESS CONTINUUM OF CARE SERVICES (Up to \$200,000)

Agencies submitting proposals in this category must demonstrate the ability to provide all of the following services:

- Serve as the lead agency and coordinator for the Chatham-Savannah Continuum of Care.
- Provide case management services for homeless persons living in Savannah facilities and unsheltered homeless persons. Case management shall be defined as:
 - Intake
 - Assessment
 - Referrals to appropriate agencies for social services, training, education, and housing services
 - Creation of individual self-development plans to meet clients' housing and self-sufficiency needs
- Serve as the lead agency in developing the Homeless Section of the City of Savannah's Five Year Housing and Community Development Consolidated Plan, including but not limited to performing the following tasks: data collection and analysis, narrative updates, collaboration with homeless services agencies, homeless strategy development and performance reporting.
- Facilitate an annual Point in Time Count of homeless persons and an annual Homeless Services Gaps Analysis. Provide a written report to the City of outcomes.

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SCORING CRITERIA

Community Partnerships Program proposals will be evaluated by one or more selection committees. The selection committees reserve the right to conduct interviews of any or all proposers as deemed necessary. Proposals will be evaluated according to the following criteria:

Cost per Program Participant

10 Points

This ratio is determined by dividing the total program funding request by the number of participants to be served who reside within the city of Savannah. Agencies are reminded the City of Savannah is purchasing services that benefit Savannah residents.

Diverse Funding Sources

10 Points

It is important the City of Savannah is not the primary funding source for an agency's programs or the agency itself. Agencies requesting a City funding rate of 50% or less of the **program budget** shall receive a rating of 5 points in this category. Additional points will be awarded based on the agency's ability to demonstrate diverse funding sources for the remainder of the proposed program budget.

Documented Collaborations

5 Points

Supporting community collaborations is a City priority. Shared efforts which serve the citizens of Savannah can improve the quality of services provided as well as reduce duplication. Collaborations can be with other agencies, community organizations and/or City departments. Agencies with well-documented collaborations with multiple partners should receive favorable scores in this category.

Data-Based Modeling

5 Points

Agencies should use a data-driven approach in designing proposed programming. Local community data as well as some regional/national data should be referenced where applicable in the proposal and illustrate a clear connection between community needs and the services to be provided by the agency.

Benefit of Program/Service to Participants

20 Points

Points will be awarded in this category based on the ability of the proposed program or service to result in outcomes that benefit residents in a measurable way. Agencies must identify the specific outcomes to be achieved, how those outcomes benefit Savannah residents, and how outcomes will be tracked over time, whether reflected through client satisfaction surveys, program/client progress reports, or other tools to document program effectiveness.

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Use of City Funds to Support Program Cost

15 Points

City funding is intended to support programs and services which further the City's Strategic Plan and benefit Savannah residents. It is not intended to support general operating and overhead costs not associated with the program or service being funded. Agencies with direct programmatic expenditures, those outside of salary and benefit costs, will receive strong consideration as the City strives to limit use of its funding to programmatic expenditures benefiting residents as opposed to agency operating costs.

Ability to Achieve Strategic Plan Goals

25 Points

Proposed programs must clearly demonstrate the ability to assist the City in achieving the goals and priorities in the City's Strategic Plan as outlined in the Community Partnerships Program Request for Proposals. Agencies must identify the strategic goal the proposed program will address and provide a clear narrative describing the program, when and where it will be offered, and how it will directly assist in the achievement of the identified Strategic Plan goal. Additionally, agencies should identify how their proposal aligns with best practices or other research within their field as a prediction of future success.

Operational Capacity and Program Experience

10 Points

Agencies must demonstrate the capacity to deliver the proposed program or service as evidenced by the agency's years in operation, experience operating the proposed or similar program, number of clients served and past success, if applicable. Consideration will also be given to the adequacy of planned program staffing, program oversight and other support.