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**Request for Qualifications (RFQ) FY 2025-02**  
**Operations of Youth, Family and Recovery Centers**  
**Posted July 12, 2024**

In the 2024 Legislative Session, \$200,000 was appropriated to the North Central Economic Development District (NCNMEDD) for **operations of youth, family and recovery centers in Guadalupe and San Miguel counties** for expenditure by July 30, 2026. **\$100,000 is intended for each county.**

This RFQ allows non-profit organizations and public entities to submit proposals for these funds.

Organizations or entities applying for these funds must be based in Guadalupe and/or San Miguel counties and should be established organizations with strong records of positively impacting the community.

Proposals are due on **July 22, 2024 at 5:00 pm.**

**Responses to this Solicitation**

Proposals should be brief; no more than 5 pages total, including the Narrative and Budget form.

Please email the following information in a single .pdf document to [monicaa@ncnmedd.com](mailto:monicaa@ncnmedd.com) no later than 5:00 pm on Monday, July 15, 2024:

1. Signed letter of interest or cover letter, attesting to accuracy of all information provided.
2. Statement of qualifications for the organization or entity.
3. Bios or resumes of the lead and other team members who will manage the project.
4. Three professional references for which your team has performed similar work. Please list name, title, contact information, and work performed.
5. Completed narrative and budget form. (see page 2 and 3)

## NARRATIVE AND BUDGET FORM

**Organization/Entity Name:**

**Address:**

**Website:**

**Contact Person:**

**Title:**

**Email:**

**Phone Number:**

1. In the text box below, provide a brief **NARRATIVE** describing the program/s and operation/s for which you are requesting funding.

2. In the text box below, provide **PERFORMANCE MEASURES** you will use to monitor and track the impact of the proposed project or program.

3. Fill out the table below to provide a **BUDGET** for the two-year period of the funding. The budget should not exceed \$50,000 per year. Please add additional lines as needed.

<b>Line Item</b>	<b>Year 1 Budget (Aug 2024- June 2025)</b>	<b>Year 2 Budget (July 2025- June 2026)</b>	<b>Description of Line Item</b>
Personnel			
Benefits			
Professional Services			
Travel (GSA rates apply)			
Software			
Equipment/Supplies			
Operations (specify)			
Operations (specify)			
Other (specify)			
Other (specify)			
<b>Total</b>			