

NOTICE OF FUNDING AVAILABILITY

STATE OF NEW JERSEY DEPARTMENT OF HUMAN SERVICES OFFICE OF NEW AMERICANS

Refugee Essential Case Management & Initial Employment Services

TAKE NOTICE that, in compliance with N.J.S.A. 52:14-34.4, 34.5 and 34.6, the Department of Human Services, Office of New Americans hereby announces the availability of the grant program funds described herein.

Program Name: Refugee Essential Case Management & Initial Employment Services

Purpose:

This Request for Proposals (RFP) is issued by the New Jersey Department of Human Services (DHS), Office of New Americans (ONA), to provide essential case management and initial employment services to refugees and other populations eligible for services through the federal Office of Refugee Resettlement (ORR) within the United States Department of Health and Human Services. The purpose of these services is to support effective resettlement, rapid economic self-sufficiency, and meaningful integration into New Jersey communities as soon as possible after enrollment in services. DHS administers ORR-funded Refugee Support Services (RSS) for ORR-eligible populations in New Jersey.

Available Funding Amount:

This RFP is funded through the Office of Refugee Resettlement (ORR). Onboarding of selected vendors is anticipated to begin in March 2027, following contract execution. The project period will go until September 30, 2028. Total annualized funding is subject to federal appropriations. DHS-ONA anticipates making multiple awards ranging from \$300,000 to \$5,000,000 per year.

Who Can Apply/Bidder Qualifications:

To be eligible for consideration for this RFP, the bidder must satisfy the following requirements:

- The bidder must be a non-profit, or governmental entity;
- The bidder must have the staffing, supervision, fiscal systems, and organizational capacity to perform the Contract Scope of Work and comply with all reporting and monitoring requirements;
- The bidder must have the technological resources needed to access ONA-designated databases, reporting systems, email, web-based platforms, and remote meeting technology, and to provide high-quality remote services;

- The bidder must be able to provide or arrange free, timely, and reliable language interpretation and translation for clients with limited English proficiency, including in-person, telephonic, and/or video interpretation;
- The bidder must be able to provide culturally and linguistically appropriate, trauma-informed services;
- The bidder must be able to document client eligibility, services, referrals, outcomes, expenditures, and case notes in accordance with ONA requirements;
- The bidder must be able to begin onboarding when contracts are finalized and begin service delivery by the date specified by ONA;
- There is a strong preference for the bidder to serve multiple counties through multiple service delivery modalities for broad areas of regional/statewide coverage listed in the RFP;
- The bidder must meet other requirements outlined in the RFP;
- The bidder must be fiscally viable based upon an assessment of the bidder's audited financial statements. If a bidder is determined, in ONA's sole discretion, to be insolvent or to present insolvency within the twelve (12) months after bid submission, ONA will deem the proposal ineligible for contract award;
- The bidder must not appear on the State of New Jersey Consolidated Debarment Report or be suspended or debarred by any other State or federal entity from receiving funds;
- Pursuant to DHS Contract Policy and Information Manual Policy Circular 8.05, the bidder shall not have a conflict, or the appearance of a conflict, between the private interests and the official responsibilities of a person in a position of trust. Persons in a position of trust include Provider Agency staff members, officers and Governing Board Members. A bidder must have written Conflict of Interest policies and procedures that satisfy the requirements of P8.05, thereby ensuring that paid Board members do not participate in transactions except as expressly provided in the P8.05 circular; and
- Pursuant to N.J.S.A. 52:32-44, a for-profit bidder and each proposed subcontractor must have a valid Business Registration Certificate on file with the Division of Revenue. This statutory requirement does not apply to non-profit organizations, private colleges and universities, or State and municipal agencies.

Proposal Procedure: Effective August 25, 2026, the RFP is available at <https://www.nj.gov/humanservices/notices/grants/proposals>. A proposal must be submitted that comports with the RFP requirements and instructions.

Proposal Receiving Office:

Tanika Harper
Department of Human Services
222 South Warren Street
PO Box 0700
Trenton, NJ 08625

Submission Deadline: Proposals must be received by 11:59 p.m. on October 30, 2026.

Notification Date: To Be Determined.



Stephen Cha, MD, MHSR, Commissioner

08/21/2026

Date