

## NOTICE OF FUNDING AVAILABILITY

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

#### EXCLUDED NEW JERSEYANS FUND PROGRAM

**TAKE NOTICE** that, in compliance with N.J.S.A. 52:14-34.4, 34.5 and 34.6, the State of New Jersey Department of Human Services (“DHS”) hereby announces the availability of the grant program funds described herein.

**Program Name:** Excluded New Jerseyans Fund (“ENJF”) Program

**Purpose:** This Request for Proposals (this “RFP”) is issued by DHS, Office of New Americans (“ONA”) to solicit proposals from eligible service providers able to support the implementation of the ENJF program. Successful bidders must be able to implement by processing applications submitted assisting application in the collection of supporting documentations, and determining eligibility based on that information. Additionally, service providers and/or their partners will assist individuals in submitting applications, and provide program education and outreach to individuals and households potentially eligible for the ENJF program.

Funding determinations will be made by DHS/ONA of approximately \$900,000 available for the services encompassed by the RFP. Anticipated start date is October 22, 2021 and ending when funds are exhausted or on December 30, 2021, whichever is sooner. Amounts will be based on organizational size, capacity and regional reach, starting at \$10,000 and dependent on budget submitted. Funding will also include \$10 monthly payments to vendors for every non-duplicated application completed. Responsible and qualified Bidders must provide a budget using the provided template that outlines all projected costs for outreach, start-up and application processing (using the organization’s best estimate of application capacity during the duration of the program).

Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq.

**Available Funding Amount:** Total funding is \$900,000 subject to federal and state appropriations.

**Who Can Apply/Bidder Qualifications:** To be eligible to apply for this funding, the Bidder must satisfy the following requirements:

- The bidder must be a non-profit, for profit or government entity;
- For a bidder that has a contract with DHS or ONA in place when this RFP is issued, that bidder must have all outstanding Plans of Correction (POC) for deficiencies submitted to DHS for approval prior to proposal submission;

- The bidder must be fiscally viable based upon assessment of the bidder's audited financial statements. If a bidder is determined, in DHS' sole description to be insolvent or to present insolvency within the twelve (12) months after bid submission. DHS will deem the proposal ineligible for contract award.
- The bidder must not appear on the [State of New Jersey Consolidated Debarment Report1](#) or be suspended or debarred by any other State or Federal entity from receiving funds;
- **Proposal Procedure:** Effective the Request for Proposal (RFP) is available at <https://www.nj.gov/humanservices/providers/grants/>. A proposal must be submitted that is responsive to the RFP requirements and instructions.

**Proposal Receiving Office:** Johanna Calle, Director  
Office of New Americans  
Department of Human Services  
P.O. Box 0700  
222 South Warren Street  
Trenton, NJ 08625

**Submission Deadline:** Proposals must be received by 4:00 p.m. on October 1, 2021.

**Notification Date:** Bidders will be notified on or before October 22, 2021.

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Sarah Adelman, Acting Commissioner

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Date