

**City of West Hollywood
Social Services Division of the
Human Services and Rent Stabilization Department**

**Request for Proposals (RFP)
To deliver social services to members of the West Hollywood community**

The City of West Hollywood has been operating social services programs for the community by contracting with non-profit organizations since July, 1985. The City Council has a firm commitment to enhancing the quality of life of the City's community members by meeting their social services needs. For the purposes of social services funding, a West Hollywood community member is: a resident, a person who works in the City, a person who attends school in the City, a property owner, or a person who is homeless who spends the majority of time in the City.

The City will allocate approximately \$4.5 million in this funding process to local nonprofit organizations which provide services to meet community need for food, employment, and shelter; to care for people whose medical conditions cause need for special services; to encourage community stability, and to enrich the quality of life.

Social services target populations continue to be Seniors; children, youth and families; Gay, Lesbian, Bisexual and Transgender community members; immigrants; people living with disabilities including HIV/AIDS; people who are homeless in the City; people who are at risk of homelessness; and people who are in need due to poverty or low income.

Awards are for services for a one-year period, beginning October 1, 2016 to September 30, 2017 with two one-year options for renewal based on continued community need for the service, satisfactory progress toward established program goals, and availability of funding. The City assumes that the second and third-year program and funding is essentially the same.

Instructions

The deadline for submitting proposals is **Wednesday, June 8, 2016 no later than 12:00 P.M. (PST)**.

Responses received after that time and date will not be considered. Proposals received after the scheduled closing time for filing will be returned to the proposer unopened. Mailed proposals must be postmarked before June 8th. No faxed or emailed proposals will be accepted.

The Proposer will submit:

- One original and 12 copies to:

Yvonne Quarker, City Clerk
City of West Hollywood
8300 Santa Monica Blvd.
West Hollywood, CA 90069

For a full copy of the Request for Proposals (RFP) with detailed instructions, please contact the Social Services Division at 323-848-6510 or visit www.weho.org/notices

BY ORDER OF THE CITY OF WEST HOLLYWOOD, Yvonne Quarker, City Clerk