City and County of San Francisco

HUMAN RIGHTS COMMISSION

Sheryl Evans Davis
Executive Director

London N. Breed
Mayor

Grant Funding Opportunity and Request for Qualifications (RFQ) for Black Transgender Initiative

1. *Conversations have taken place among multiple committees and subcommittees where the Trans Initiative has been described as inclusive to the larger Black LGBTQ+ community. Is this RFQ the only one that will come out this year for the LGBTQ+ community, or will there be others for LGBTQ+?*

- The RFQ is open to all organizations working with or serving diverse LGBTQI+ communities in San Francisco. Organizations who plan to apply, should be able to demonstrate their commitment to racial equity, diversity and inclusion, through actionable projects.
- The San Francisco Human Rights Commission will communicate with the public, community-stakeholders, and various other entities, if there will be additional funding opportunities throughout the year. Please contact LGBTQI Initiatives Officer, Tuquan Harrison at Tuquan.Harrison@sfgov.org for more information.

2. *Gender-nonconforming can cover the full rainbow of LGBTQ+. Are other LGBTQ+ initiatives encouraged to apply? Or is this RFQ seeking initiatives that speak to the trans community only, and not lesbian, gay, bisexual or queer?*

- All organizations serving San Francisco's diverse LGBTQI+ community are encouraged to apply. As stated in the RFQ, we are seeking proposals that are centering the most marginalized community members, which should be reflected in the applications.

3. *If a number of agencies are qualified, would HRC be open to initiatives working together, to create a unified, strong, proven infrastructure?*

- Organizations that are awarded funding can choose to partner with other organizations, initiatives, and community members, as they best see fit to the alignment of their proposed scope of work.

4. *In the minimum qualifications described in Attachment V, do the Project Manager and technical lead have to be two different people?*

- No, they do not have to be two different people. As stated in the RFQ, organizations applying should have the necessary staffing capacity to be successful in completing their proposed project deliverables, mandated reporting, and other requirements for the funding opportunity.

5. *What types of services are included in economic security and stabilization?*

- The Black Transgender Initiative funding opportunity is seeking innovative and actionable projects advancing one of three project areas listed in the RFQ. We want to ensure organizations have the autonomy and flexibility to create effective programming serving LGB, transgender, and gender nonconforming communities in San Francisco.
- Types of services can include but are not limited to workforce development, professional development, financial literacy and other programs that fit in the scope of work. Additionally, stabilization services can include but are not limited to emergency financial assistance, rental subsidies, and other programs that fit in the scope of work. These are examples of potential project areas, and do not reflect the entirety of services that can be proposed for the RFQ.

6. *Does the City have a goal for the number of people to be served under each contract?*

- There is no specific goal for the number of clients that can be served for the Black Transgender Initiative funding opportunity. Organizations are encouraged to submit an application that demonstrates their ability to work with the communities of service, proposed project impact and outcomes based on their scope of work.

7. *Do we submit two prior projects for each service area or just two total?*

- As stated in **section 5.3.4** of the RFQ, organizations can submit a project proposal for one or more of the services areas listed in the scope of work. Organizations can choose to answer one or all questions.
- Organizations can submit previous and/or new projects that fit in the scope of work listed in **section 5.3.4** of the RFQ.

8. *If applying for multiple service areas, should we include projects that address each service area? More than two?*

- As stated in **section 5.3.4** of the RFQ, organizations are only required to address one of the three service areas listed. Organizations do have the option to address all three service areas in their application.

9. *Do we submit separate applications for each service area?*

- No, organizations should submit only one application, which includes all the required material listed in the RFQ.

10. *Are there page limits or word counts for Attachment V?*

- As stated in **section 5.3.2** of the RFQ, all responses for each section should be one page each. There is no limit on word count, as long as it meets the one-page requirement.

11. *Attachment V, Scope of Work (70 points) – are there no questions for this section?*

- The questions for this section of Attachment V, can be found in **section 5.3.4** of the RFQ.

12. *Attachment III, please clarify that there is no need to submit the documentation if already a City supplier.*

- Organizations must either currently be a vendor or be willing to become a vendor if you get the contract. Please review Attachment III for more information regarding minimum requirements to become a city vendor.

13. *Section 5.3.2 of the RFQ notes that responses should be one page each, but the first two questions ask about the mission and year of founding of the organization. Should providers write one page on each of these topics?*

- Organization's response to each section should be one page each and include all questions listed in each section. To be eligible for full points for each section, organizations must answer all questions listed in each section.

14. *The bottom of page 4 of the RFQ states: Is My Organization Expected to Propose for a Specific Project? No. The Human Rights Commission will create a list of prequalified organizations. Each Respondent should demonstrate its capabilities by providing concise, but comprehensive responses in RFQ Attachment V, Response Template…" Yet, on pages 9 to 13, Section 5.3 is requesting a detailed budget, number and demographics of clients to be served, and a narrative about the projects that the proposer will undertake. Can you please clarify what needs to be submitted on 1/8/21?*

- Please note, that the funding opportunity is a request for qualification (RFQ), and not a request for proposal (RFP). Given this distinct difference, the criteria for eligibility are based on the organization's qualification. The RFQ does provide additional opportunities for organizations to propose actionable projects regarding current or new service areas.
- Once the prequalified list is created, HRC will work with organization(s) to develop projects.
- Please review and complete all required sections in the RFQ. All documents, attachments and supplemental materials must be submitted by **Friday, January 8, 2021 at 5:00 pm.**