

**Addendum to
REQUEST FOR PROPOSALS FOR 2018 TEMPORARY
ASSISTANCE TO NEEDY FAMILIES SUMMER YOUTH
EMPLOYMENT PROGRAM**

*2018 Summer TANF RFP amended to REMOVE reference
to "Schedule B12" from Schedule B1 Checklist (see below):
"Qualified Transportation Fringe Program or Waiver"*

AGENCY

Date Received

The proposal(s) (original and four copies) must be submitted in this order. Part A must include items 1 through 6 either stapled or clipped together and Part B must include items 7 through 19 and may be stapled or clipped together.

Part A

1. Cost Reimbursement Budget (Schedule "A", plus fiscal management capability information and most recent financial statement, as described in the RFP)
2. _____ Proposal Checklist (Schedule "B1" – this checklist)
3. _____ Proposal Summary Form (Schedule "B2") (one per program, as described in the RFP)
4. _____ Program Narrative: (Program Narrative, Background of the Organization, Organizational Structure and Management)
5. _____ Signature Sheet (Schedule "B3") 6.

____ Proposer Certification

Part B

7. _____ Listing of Board of Directors and Organizational Chart 8.
_____ Affirmative Action Plan and EEO Statement
9. _____ Certificate Regarding Drug-Free Workplace (Schedule "B4")
10. _____ Certification Regarding Lobbying; Certification for Contracts, Grants, Loans and Cooperative Agreement (Schedule "B5")
11. _____ Certification Regarding Debarment and Suspension (provided, Schedule "B6")
12. _____ Questionnaire Regarding Business Enterprises Owned and Controlled by Persons of Color or Women (Schedule "B7")
13. _____ Mac Bride Principles (Schedule "B8")
14. _____ Required Disclosure of Relationships to County (Schedule "B9")
15. _____ EFT Authorization Form (Schedule "B10")
16. _____ Criminal Background Disclosure (Schedule "D")

Applications that do not contain all the required documents will not be reviewed or considered for funding. Please be sure to include all information requested. Use this checklist to make sure that you have all of the required pieces included in your proposal.