

Requests for Proposals

Growing with a Garden: Empowering Homeless People to learn gardening and healthy food options.

The Merced County Community Action Agency (MCCAA) is seeking proposals from non-profit and recognized organizations or clubs throughout Merced County that desire to develop a community garden at the "D" Street Homeless Shelter located on the corner of D and 15th Streets in Merced, CA. The emergency shelter serves 60 single homeless men and women 365 days per year from 4pm to 7am.

The land to develop the garden is available on the property and is approximately 32ft. wide and 82ft. long. The parcels soil will have to be modified in order to accommodate a garden and that should be included in all proposal budgets. A raised bed garden can be proposed but will not be scored as high as a traditional in-ground garden.

The proposal applicants will have to include irrigation methods, an evaluation of environmental requirements for the appropriate plants that will be planted in the garden, and a commitment to launch a thriving garden in which the homeless people can feel excited about and help with the transformation. It is expected that the development of the garden will be completed within 26 weeks of the notice of successful funding being awarded to the grantee organization. The grantee organization will be expected to provide hands-on training to homeless participants for a total of 40 hours on maintaining the garden, appropriate plantings, and maintenance of the irrigation system. This training will occur on a seasonal basis throughout the funding year for a total of 12 months. Each training session should last approximately 6-8 hours.

Interested applicants will submit a program summary describing their interest in developing a low-income community garden and how you plan on accomplishing that. This portion should include a project timeline. The narrative should include an explanation of the hands-on training program including descriptions of training curriculum and practices. Included with your narrative, applicants should include a program budget with a max. of 10% for program administration. Proposals requesting more than \$10,000 in funding will not be considered. Equipment for under \$500.00 may be included in the proposal, all other equipment must be rented.

Applicants will be rated and ranked according to the following criteria for a total of 100 points:

Capacity: History and recognition of program in the community including successful programs completed. (20 points)

Financial Standing: proof of strong financial capacity to launch the grant and provide financial records for contract monitoring. Since only 25% of the grant will be able to be drawn down as an advance, there may be some need to sustain the project for up to 30 days during payment processes. (20 points)

Community Involvement: The applicant involves community volunteers and the funds received go back into the community to sustain efforts to improve our community. All materials are bought locally. (20 points).

Application: Application is well-written and clearly explains a comprehensive approach to completing the project in the time period allowed (timeline). Administration does not exceed 10%. (20 points).

Discretionary: Points to be awarded by rating and ranking panel based on impression of program proposed, supervisory staff, methods and methodology, and total costs. (20 points)

***MCCAA reserves the right to ask potential successful applicants for additional items that may provide clarification or more in-depth information about the proposal.

The proposed property may be viewed any day of the week at the proposed property location from 3pm to 8pm.

An RFP question and answer session will be held at MCCAA conference room on September 21st from 1:00pm to 2:00pm.

Applications must be hand-delivered no later than October 5th at 4:00pm, to 1748 Miles Court, Suite B, Merced, CA. 95348. Late applications will not be accepted.

Questions about the application may be e-mailed to brenda@mercedcaa.org. Allow up to 72 hours for your questions to be answered.