

Digital Navigators

**Request for Competitive
Sealed Proposals**

Solicitation Number: BS21-00015315

Genesis D. Gavino
Resilience Officer
City of Dallas

Presentation Overview

- Solicitation Timeline

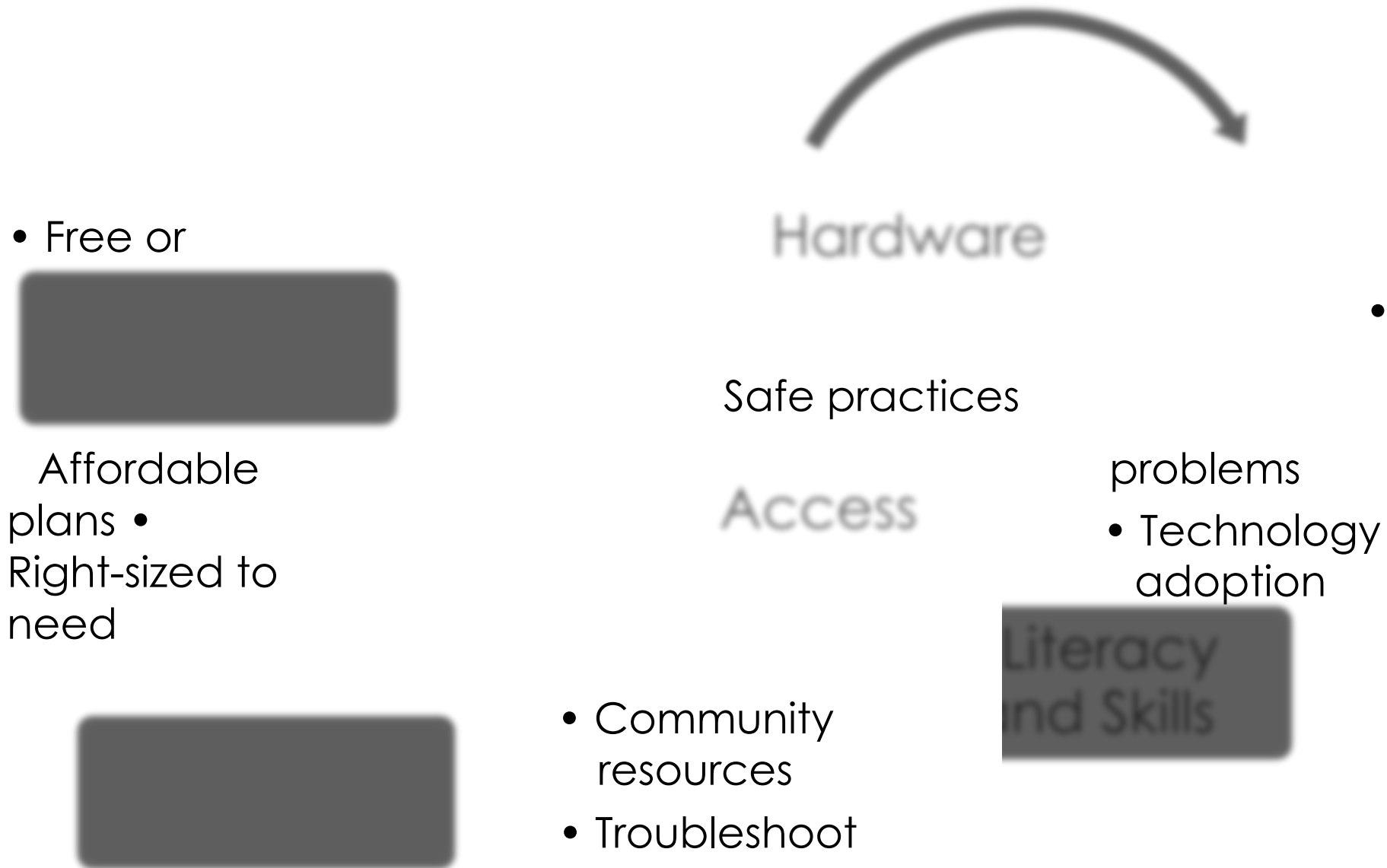
- Program Overview
- Application Materials
- Evaluation Criteria
- Monthly Reporting
- Q&A

Solicitation Timeline

- Open Solicitation 4/21/2021- 5/13/2021 •
- Proposals Due 5/13/2021 @ 2:00 pm • Evaluation
- Period 5/14 – 21/2021 • Notification 5/24/2021 •
- Contract Negotiation 5/24/2021 – 6/11/2021 •
- Program Start Date 7/1/2021

Program Overview

- Serve as a resource for best practices and innovations in community engagement for digital literacy programming





Program Overview – Service Areas



to search employment opportunities
• Connection to upskilling trainings and advancement opportunities

- Connecting families and students to local education agencies
- Connection to digital learning support teams

- Identify needs by providing guided assistance to access health-related services
- Provide support in completing applications for food and health assistance programs online

- Identify digital needs in navigating online employment system
- Assist in developing an online profile and skills

Program Overview – Target Communities

1. Families with school-age children and adolescents 2.

Higher-education students

3. Individuals who have lost employment or are otherwise income insecure

4. Immigrant and refugee communities

5. Residents living zip codes identified in the “Lack of Internet Access Data”

6. Senior citizens

7. Residents living in communities of concentrated poverty ⁶

Application Materials

- Page 2 – 7 in Solicitation Document

- One Application per Service Area
 - Non-Profit X_Education
 - Non-Profit X_Employment
- Individual or Collaborative Submissions
 - Individual – only one agency submits an application by Service Area
 - Collaborative – identified lead agency submits an application by Service Area on behalf of all participants; must include MOU's or letter of agreements by all agencies to work collaboratively

Evaluation Criteria

- Experience and Capacity **(35 points)**
 - Demonstrates Proposer's capacity and experience deploying a similar program
- Approach and Methodology **(45 points)**
 - Work Plan
 - Outlines what, how, when, and to who services will be delivered
 - Demonstrates Proposer's understanding of the Target Community and Service Area needs and how the program addresses those needs
 - Evaluation Plan
 - Demonstrates that Proposer's process and plan for evaluating program services and **impact** of services
- Budget and Narrative **(20 points)**
 - Demonstrates clear consideration for cost of program and how the Proposer intends to allocate funding

Monthly Reporting and Invoicing

- Invoices
 - Payable within 30 days
 - Must include detailed descriptions and proof of payment (invoices/receipts/pay stubs)
 - Must align with approved budget
- Monthly Reporting – Activity Report
 - Number of Clients Served
 - Client Demographics
 - Geographic location of clients

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