

June 24, 2022

To All Interested Parties:

I am pleased to announce the availability of up to **\$147,229** of General Fund for the Domestic Violence Intervention Program Services Request for Qualification (RFQ). Funding awards will be made for the period of January 1, 2023, to December 31, 2023. Contracts after the initial period will be contingent upon successful performance and funding availability.

The Domestic Violence Intervention Program Services RFQ Guidelines and Application documents define investment results, requirements, and the process for application submission and selection. Please plan to attend the information session listed below to review the RFQ and ask questions. The session will be recorded for those who are unable to attend, and the link to the recording will be posted with questions and answers from the session on the Human Services Department’s Notice of Funding Availability webpage.

You may want to have a copy of the RFQ available with you while attending the remote information session.

Date	Time	Location
Monday, July 18, 2022	10:00 AM - 12:00 PM (Pacific Time)	<p>Join from the meeting link https://seattle.webex.com/seattle/j.php?MTID=m9605e329f954170b1e2053f6c18d7fc9</p> <p>Join by meeting number Meeting number (access code): 2499 479 0166 Meeting password: k3UX75NjVZj</p> <p>To join from a mobile device (attendees only) +1-206-207-1700,,24994790166## United States Toll (Seattle) +1-408-418-9388,,24994790166## United States Toll</p> <p>Join by phone +1-206-207-1700 United States Toll (Seattle) +1-408-418-9388 United States Toll Global call-in numbers</p>

This RFQ is an open and competitive process. **Completed application packets are due by 12:00 PM Pacific Time on Monday, August 8, 2022.** Applications may be submitted electronically via HSD’s Online Submission System at: <http://web6.seattle.gov/hsd/rfi/index.aspx> or email to HSD_RFP_RFQ_email_submissions@seattle.gov.

Application Submittal

Completed applications are due by **Monday, August 8, 2022, 12:00 PM Pacific Time.** Proposals must be submitted through the HSD Online Submission System or via email. No hand delivered, faxed, or mailed proposals will be accepted. Allow ample time for uploading and confirmation receipt:

1. **Via HSD Online Submission System** (<http://web6.seattle.gov/hsd/rfi/index.aspx>)

HSD advises uploading proposal documents several hours prior to the deadline in case you encounter an issue with your internet connectivity. HSD is not responsible for ensuring that applications are received by the deadline. If you encounter issues with the online submission system, please email Sola Plumacher at sola.plumacher@seattle.gov.

2. **Via Email** (HSD_RFP_RFQ_Email_Submissions@seattle.gov)

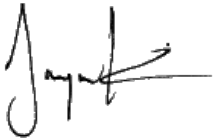
Email attachments are limited to 30 MB. The subject heading must be titled: Domestic Violence Intervention Program Services RFQ. Any risks associated with submitting a proposal by email are borne by the applicant. Applicants will receive an email acknowledging receipt of their application.

Choose either the online OR email submission method – not both. If for any reason a proposal is submitted twice, the last submission received will be the one accepted for review by the rating panel.

- Electronic Submittal: Application packets may be submitted electronically via HSD's Online Submission System at <http://web6.seattle.gov/hsd/rfi/index.aspx>.
- Email Submittal: Application packets may be submitted electronically to the following address: HSD_RFP_RFQ_Email_Submissions@seattle.gov.

Copies of this RFQ may be downloaded from: <http://www.seattle.gov/humanservices/funding-and-reports/funding-opportunities>. If you would like to receive a copy of the RFQ in the mail or by email, please contact Karmen Schuur-Coraggio at (206)-615-0603 or by email at Karmen.Schuur2@seattle.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tanya Kim', with a stylized flourish at the end.

Tanya Kim, Acting Director
Human Services Department