

CITY OF AUBURN HILLS  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
REQUEST FOR INFORMAL PROPOSALS

The City of Auburn Hills is requesting informal proposals to perform the following:

***Proposal A:***

***Provide transportation services for approximately 500 low to moderate income City of Auburn Hills residents for medical appointments, business appointments, and social services not to exceed total available CDBG funds of \$4,136.***

***Proposal B:***

***Provide one-time or short-term (no more than 3 months per household per year) emergency payments for rent or mortgage payments to income qualified residents. Proposals not to exceed total available CDBG funds of \$4,136***

Both Proposal A and Proposal B will require agencies to adhere to the following:

- 1) Provide prompt and responsive actions to request for services.
- 2) Income qualify participants prior to providing service utilizing the most current Oakland County Community Development Block Grant Program Income Guidelines
- 3) Complete timely paperwork and comply with all guidelines of the CDBG program
- 4) Provide required insurances and/or documentation to city as needed
- 5) Utilize all avenues of available media to promote the available program(s) and the partnership of the agency and the city.

Each proposal must be submitted separately. Agencies may submit proposals for one or both services

Contract awards and available funding estimated to begin October 30, 2017.

If you wish to submit an informal proposal to perform one or both of these services send the proposal to Karen Adcock, Director of Senior Services, City of Auburn Hills, 1827 North Squirrel Auburn Hills MI 48326.

All proposals must include your organization name, address, telephone number, amount of residents serviced per year and any other information you believe to be relevant.

Please be aware that some detailed paperwork will be required by your organization if your proposal is chosen, in order to comply with County and State requirements of the Community Development Block Grant program.

Informal proposals must be received by 4:00pm October 20, 2017