

Request for Proposals (RFP)

Title: Feasibility Study for Culturally Sensitive Workforce Development Programs

Organization: [Keep Your Faith Corporation, Inc.]

Introduction:

Keep Your Faith Corporation is dedicated to empowering individuals and communities through workforce development programs. As part of our commitment to diversity, equity, and inclusion, we are seeking proposals for a feasibility study to assess the viability and effectiveness of culturally sensitive workforce development programs.

Objective:

The objective of this feasibility study is to explore the potential for implementing culturally sensitive workforce development programs within our organization. The study should provide insights into the needs, preferences, and challenges faced by diverse communities in accessing and participating in workforce development initiatives.

Scope of Work:

The selected contractor will be responsible for conducting a comprehensive feasibility study, including but not limited to:

1. Reviewing existing literature, reports, and best practices related to culturally sensitive workforce development programs.
2. Conducting interviews, surveys, or focus groups with diverse stakeholders, including community members, potential program participants, staff, and partner organizations.
3. Assessing the cultural competency of current workforce development programs and identifying areas for improvement.
4. Analyzing demographic data and trends to understand the diversity of the target population and their specific needs.
5. Identifying potential barriers to participation and retention in workforce development programs, particularly for underrepresented communities.
6. Developing recommendations for culturally sensitive strategies, curriculum adjustments, outreach efforts, and program modifications.
7. Providing a detailed report outlining findings, recommendations, and an implementation plan for culturally sensitive workforce development programs.

Proposal Submission Guidelines:

Interested parties are invited to submit proposals that include the following:

1. Overview of the organization and relevant experience in conducting feasibility studies or workforce development initiatives.
2. Approach and methodology for conducting the feasibility study, including proposed data collection methods and analysis techniques.

3. Timeline for completing the study, including key milestones and deliverables.
4. Qualifications and experience of the project team members, including any expertise in cultural competency or diversity, equity, and inclusion.
5. Budget proposal, including all anticipated costs and fees associated with conducting the feasibility study.

Proposal Deadline and Contact Information:

Proposals must be submitted electronically by **March 15 2024** to our office manager at Cassie@kyfc.org or program manager at aallen@kyfc.org.

Any questions regarding this RFP should be directed to Alecia Allen, MA LPC at aallen@kyfc.org or **304-981-1412**.

Evaluation Criteria:

Proposals will be evaluated based on the following criteria:

1. Demonstrated understanding of the objectives and scope of the feasibility study.
2. Clarity and feasibility of the proposed approach and methodology.
3. Qualifications and expertise of the project team.
4. Appropriateness of the proposed budget and timeline.
5. Overall quality and responsiveness of the proposal to the requirements outlined in this RFP.

Keep Your Faith Corporation reserves the right to accept or reject any proposal received, to negotiate with all qualified sources, or to cancel this RFP at any time. Submission of a proposal indicates acceptance of the terms and conditions outlined herein.

Thank you for your interest in supporting our efforts to create culturally sensitive workforce development programs. We look forward to receiving your proposals.

Sincerely,
Cassie Cummings
Office Manager
Keep Your Faith Corporation, Inc