



Memo

To: CDBG Committee
From: Linette Rhodes, Grants Administrator
Date: 5/1/2017
Re: 2017 Tenant Services

Attached please find a draft Tenant Services Request for Proposals (RFP). The adopted 2017 City of Madison Operating Budget allotted an additional \$50,000 for Tenant Services beyond what was budgeted in 2016. Dane County budgeted an additional \$45,000 for tenant services in 2017. After discussions about possible coordination around a RFP, the City and County agreed it made most sense to release a single RFP and execute one jointly-funded contract for tenant services. This system will streamline both the funding process and implementation timeline.

The estimated timeline for this RFP will be as follows:

Draft Released for Comments	May 1, 2017
All comments due to CDD	May 8, 2017
Request For Proposals Released	May 10, 2017
Applications Due	May 24, 2017
Common Council Approval of Provider	June 6, 2017