

NOTICE OF REQUEST FOR PROPOSALS FOR THE DEVELOPMENT OF OUTREACH, JOB DEVELOPMENT AND TRAINING MATERIALS FOR WORKFORCE DEVELOPMENT PROGRAMS. SECOND REQUEST.

I. Purpose and Eligibility

The Town of Hempstead Department of Occupational Resources (DOOR) has issued a Request for Proposals (RFP) for the Development of Outreach, Job Development and Training Material for Workforce Development Programs. Vendor duties are to develop outreach that will educate Long Island jobseekers and businesses about the services available at the HempsteadWorks Career Center; promote events and special projects; work with career center staff to identify key target areas and develop an outreach strategy that can include, but is not limited to, newspaper ads, radio, email, television campaigns, and over-the-top (OTT) and digital platforms; work with staff to measure effectiveness of each outreach campaign; develop outreach, job development, and training materials. Eligible applicants for this RFP are governmental agencies, public or private not-for-profit or for-profit corporations, local educational agencies, and incorporated faith-based and community-based agencies.

II. Submission Deadline

Applicants must submit a narrative and budget arranged to respond to the format provided in the RFP, which can be accessed online at <https://www.hempsteadworks.com/workforce-development-board> under "Request for Proposals (RFPs)." Completed proposals must be submitted to DOOR no later than 4:30 P.M. on Friday, March 4, 2022. Late submissions will not be accepted. Proposals should be mailed or emailed to Elizabeth Ajasin at Town of Hempstead Department of Occupational Resources, 50 Clinton Street, Suite 400, Hempstead, NY 11550. Any questions regarding this RFP should be directed to Ms. Ajasin by e-mail: eajasin@hempsteadworks.com.