



Request for Proposal: Micro-grants for Microenterprises

Paterson Habitat for Humanity (Paterson Habitat) is hereby announcing that, as part of our Pride in the Northside Neighborhood program, we offering two \$5,000 micro-grants for microenterprises along the commercial corridors in the Northside Neighborhood, Paterson, NJ. Paterson Habitat is seeking proposals from small businesses (microenterprises) along Haledon Avenue south of 5th Street, along North Main Street, and, along the north side of West Broadway south of Belmont Street. A map of the eligible Northside Neighborhood commercial corridors is found at patersonhabitat.org/northsidegrant. Microenterprises are small businesses that employ, on a part time or full time basis, 5 people or less, including the owner(s).

Eligible Scope of Work

This funding is solely for building exterior improvements, including; open gating, lighting, sidewalks, signage or other exterior improvements to microenterprises located along Haledon Avenue south of 5th Street, along North Main Street, and, along the north side of West Broadway south of Belmont Street.

Proposal

Applicants must submit a completed application that includes the business owner's name and contact information, business name and address, number of employees including owner(s), proposed project, project schedule for completion and project cost. Please provide a contractor estimate for the proposed project. All work funded by this grant must be done by a contractor with appropriate licenses and certifications in accordance with all applicable permit, statutory and regulatory requirements. The application may be found at patersonhabitat.org/northsidegrant.

Payment Schedule

The grant will be awarded upon execution of a Partnership Agreement (e.g. Memorandum of Understanding-MOU) with Paterson Habitat that includes funding and scheduling provisions.

Evaluation Criteria

1. Proposals will be evaluated on the level of improvement to the exterior of the business and on the commercial corridor.
2. Paterson Habitat reserves the right to interview applicants as part of the selection process.
3. Paterson Habitat reserves the right to award the micro-grant to the proposal which, in the judgement of Paterson Habitat, best accomplishes the desired results.

Disclaimers

All costs incurred during preparation and submittal of proposals and related documentation will be borne by the proposer.

This Request for Proposal does not constitute an offer of funding or to contract for services.

The selected business will comply with all requirements and specifications included in this Request for Proposal.

Any questions regarding this proposal may be forwarded to Darryl Jackson, Community Organizer, at Darryl@patersonhabitat.org, or, at (973) 595-6868, ext. 116; or, to Steve Kehayes, Community Development Officer, at Steve@patersonhabitat.org, or, at 973-595-6868 ext. 119.

**All proposals are to be received at Paterson Habitat for Humanity, 146 North 1st Street,
Paterson, NJ by 4:00 pm on November 2, 2020**