

**NOTICE OF FUNDING AVAILABILITY  
EMERGENCY REQUEST FOR PROJECT PROPOSALS  
CITY OF BATON ROUGE & PARISH OF EAST BATON ROUGE  
OFFICE OF COMMUNITY DEVELOPMENT**

The City of Baton Rouge, Parish of East Baton Rouge Mayor's Office of Community Development (OCD) is undertaking the process to select Subrecipients and Vendors to aid with the administration of EBR Emergency Solutions.

***I. Purpose and Background***

The U.S. Department of Treasury (Treasury) Emergency Rental Assistance Program (ERAP) established by section 501 of Division N of the Consolidated Appropriations Act, 2021, Pub. L. No 116-260 (December 27, 2020).

The ERAP program makes available \$25 billion to assist households that are unable to pay rent and utilities due to the COVID-19 pandemic. The funds are provided directly to States, U.S. Territories, local governments, and Indian tribes. Louisiana received \$308,042,376.60, based on its 2020 population size of 4,645,318.

The City of Baton Rouge, Parish of East Baton Rouge (City-Parish) received a direct allocation of \$6,567,606.06 from the Treasury and an additional allocation of \$22,591,960.96 from the State of Louisiana's allocation. The City-Parish anticipates receiving an additional allocation of funds under the American Rescue Plan. The additional funds will be administered under the EBR Emergency Solutions Program and proposals submitted under this RFP process will be used to select subrecipients and/or vendors to assist in administration of those activities.

In addition to proposals submitted, contracts and agreements arising through this RFP process will also be considered for additional administrative services for other EBR Emergency Solutions programs on an as needed basis. Terms and conditions of said agreements and/or amendments to be determined at the appropriate time.

***II. Scope of Work***

A detailed proposed scope of work will be identified in the Request for Proposal Document. The general areas of scope are as follows:

- 1) Case management services for distribution of rental assistance, mortgage, and utility assistance.
- 2) Case management support which includes, but is not limited to, development of a call center, payment distribution services, and overflow for case management services.
- 3) Software development to handle administration of rental, mortgage, and utility assistance.
- 4) Compliance, reporting, and program administration.

**COVID-19 Pandemic Response**

Funding may also be used to support activities to prevent, prepare for, and respond to the COVID-19 Pandemic.

***Request for Proposals***

The Request for Proposals (RFP) package will be posted on City-Parish Office of Community Development website and available for download at <https://www.brla.gov/1509/Announcements> on **Monday, March 8, 2021**. The RFP package will also be posted on the Build Baton Rouge website at <https://buildbatonrouge.org/our-work/federal-grants/>.

Consideration for project funding under the 2020 Action Plan will require submittal of a completed RFP package by **Monday, March 22, 2021**.

Submission details will be included in the RFP.

Inquires regarding this notice should be submitted to [ocd@brla.gov](mailto:ocd@brla.gov). Please use the subject line: EBR Emergency Solutions NOFA/RFP.



We are pledged to the letter and spirit of U.S. policy for the achievement of equal housing opportunity throughout the Nation. We encourage and support an affirmative advertising and marketing program in which there are no barriers to obtaining housing because of race, color, religion, sex, handicap, familial status, or national origin.