



# Governor's Office of Storm Recovery



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**Andrew M. Cuomo**  
Governor

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Executive Director

**HOUSING TRUST FUND CORPORATION**

**Governor's Office of Storm Recovery**

**Request for Expressions of Interest**

**for**

**the Southeast Queens Disaster Recovery Plan**

**September 7, 2016**

## GENERAL INFORMATION

### PROGRAM OVERVIEW

The Governor's Office of Storm Recovery (GOSR) through the NY Rising Community Reconstruction (NYRCR) Program, invites responses to a Request for Expressions of Interest (RFEI) for the development, implementation, and administration of a Southeast Queens Disaster Recovery Plan, in the Idlewild Watershed Communities NYRCR Planning Area, bounded by Baisley Boulevard to the west, Merrick Boulevard to the north, Hook Creek Boulevard to the east, and Rockaway Boulevard to the south. For more information regarding GOSR's work in the Community, the Idlewild Watershed Communities NYRCR final plan is available online at: <http://stormrecovery.ny.gov/regional-communities/idlewild-watershed-communities>

In order to strengthen long term recovery and build capacity to respond to future disasters, the Idlewild Watershed Communities require a coordinated planning effort among the New York City Office of Emergency Management (OEM), nonprofit organizations, Community Emergency Response Teams (CERT), and other relevant City, State, and Federal agencies. Superstorm Sandy highlighted the need for a centralized plan that coordinates effective disaster preparation and recovery strategies between government agencies and community based organizations (CBOs). The Southeast Queens Disaster Recovery Plan would facilitate community-level coordination between City agencies and community organizations.

The project would include the development of a comprehensive disaster recovery plan for the Community. The first step in the planning process would be to establish a Community Organizations Active in Disasters (COAD) that would serve as the advisory committee to oversee development and implementation of the Southeast Queens Disaster Recovery Plan. In addition to being responsible for planning and oversight, the COAD would create a registry of local CBOs and coordinate activities among and between community groups for the mutual benefit of the greater Southeast Queens region. The COAD would build upon established networks between existing community groups to provide training for disaster recovery assistance, develop relationships with citywide and regional agencies to ensure communications in times of crisis, and facilitate communication and shared resources between COAD members.

The second step in the planning process would be to develop the Southeast Queens Disaster Recovery Plan. The objective of the Plan would be to build capacity for the Community to respond effectively to a range of hazards. The scope of the Southeast Queens Recovery Plan would include, but is not limited to:

- Identifying assets and vulnerabilities of local not-for-profit organizations, and define roles and responsibilities of COAD member groups in disaster response).
- Identifying existing social services facilities that could operate as Resource and Recovery Centers in the Community. These Resource and Recovery Centers would allow for coordination of emergency and relief services following a disaster, such as access to food, water, power, medical services, information, and special services for vulnerable populations.
- Determine protocols for effective communication between the COAD, CERT, community based organizations, NYC OEM, and other City agencies.

- Provide recommendations for improving standard evacuation procedures during major storm events and determine the evacuation and disaster response needs for vulnerable populations, including seniors.
- Develop training and education programs to prepare member organizations of the COAD to provide disaster recovery assistance.

Determine the training and education needs for local residents for disaster preparedness and recovery.

The primary purpose of this RFEI is to invite interested nonprofits currently working in disaster recovery to apply for consideration to design, implement, and administer the Southeast Queens Disaster Recovery Plan in the Idlewild Watershed Communities.

GOSR intends to enter into subrecipient agreement(s) with selected organization(s), to provide the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant-Disaster Recovery (CDBG-DR) funding required in the delivery of the Southeast Queens Disaster Recovery Plan. Subrecipients are expected to comply with all applicable regulations. GOSR reserves the right to cancel this RFEI for any reason at any time, including after selection.

## I. SUBMISSION REQUIREMENTS

Information that any interested party wishes to submit will be done so voluntarily and with the understanding that this RFEI is for information gathering purposes only – it is not an offer. No contractual relationship will be formed between the respondent and GOSR by responding to this request alone.

Responses to this RFEI should include a narrative description that includes the following:

- Cover letter which includes the name of the eligible nonprofit and the location of the organization within the Idlewild Watershed Communities NYRCR Planning Area;
- Description of nonprofit’s history and years in operation;
- Description of the population served by the nonprofit. Description of the services provided by the nonprofit, with emphasis on services provided to the Idlewild Watershed Communities, including current capabilities, services provided , and other relevant areas of expertise;
- Description of existing and proposed community collaboration partners, elaborating on roles and responsibilities, as well as how the partnership supports/will support the proposed project; and
- A description of how the organization will design, implement, and administer the Southeast Queens Disaster Recovery Plan in Idlewild Watershed Communities, with the available \$230,000 CDBG-DR funds, including:
  - Type of training to be provided;
  - Length and depth of training to be provided;
  - An organizational chart for the proposed program, noting new and existing positions.
  - A Public Engagement Plan

## POTENTIAL RESPONDENTS:

Certified nonprofit organizations having IRS 501(c)(3) status are considered the only eligible participants to carry out the Southeast Queens Disaster Recovery Plan.

Potential respondents to this RFEI should serve vulnerable populations, which include but are not limited to: individuals with physical or mental disabilities, limited mobility, or limited or no English proficiency; individuals who are homeless or near homeless; households with young children or elderly residents; and households of very low, low, or moderate income.

#### **SUBMISSION INSTRUCTIONS:**

Responses to the RFEI must be filed electronically in Portable Document Format (.pdf), compatible with Adobe Reader XI, version 11.0.4. The respondent is responsible for ensuring that emails and attachments are delivered on time and in a legible format. The specific requirements for submitting a response to this RFEI are contained in Section II, Submission Requirements.

Response to this RFEI are to be submitted by e-mail to [NYRisingNOFA@Stormrecovery.ny.gov](mailto:NYRisingNOFA@Stormrecovery.ny.gov) no later than **Friday, October 7<sup>th</sup>, 2016 at 5:00 p. m., (EST)**.

E-mail Subject Title: ***Southeast Queens Disaster Recovery Plan — Submission of Request for Expression of Interest***

Any inquiries and requests for additional information regarding this RFEI are to be submitted by e-mail to [NYRisingNOFA@stormrecovery.ny.gov](mailto:NYRisingNOFA@stormrecovery.ny.gov)