



**Department of
Youth & Community
Development**

Jeanne B. Mullgrav
Commissioner

January 3, 2011

ADDENDUM #2

Re: Fatherhood Program
Request for Proposals
PIN: 26012FATHRFP

Dear Prospective Proposer:

Pursuant to Sections 3-02 (i) and 3-03 (f) (2) of the Procurement Policy Board (PPB) Rules, the Department of Youth and Community Development (DYCD) is issuing **Addendum #1** to the Fatherhood Program Request for Proposals (RFP) PIN 26012FATHRFP.

ADDENDUM ITEMS

1. **Section III, Scope of Services, page 13, D3, Program Design, Program Activities:** The following item has been added to the list of essential activities:
 - Review of Child Support Status
2. **Section III, Scope of Services, page 13, D3, Program Design, Case Management:** The following has been added to the end of the first full paragraph:

The case worker would work with the Office of Child Support Enforcement (OCSE) of the City's Human Resources Administration to provide parent resources, including staff training, onsite workshops for non-custodial fathers on child support and establishing paternity, and low-cost paternity testing. In addition, other city agencies offer parent and family resources to which the case worker may refer participants as needed. These agencies and sample programs include:

- Administration for Children's Services, Community Partnership Program;
- City University of New York, CUNY Prep @ Night;
- Department of Education, District 79 LYFE Program;
- Department of Health and Mental Hygiene, Nurse Family Partnership;
- Department of Probation; and
- Department of Small Business Services, Workforce 1 Community Partners Program.

3. **Appendix: Program Activity Definitions, page 25:** The following activity definition has been inserted following the definition for Peer Counseling:

Review of Child Support Status

Verify current child support orders (including the obligation amount, status of the account, and payment history) either when parents present documentation to the provider or sign a waiver allowing the provider to obtain the information directly from OCSE. Discuss next steps and long-term goals in the child support process, including showing parents how to access OCSE information on line and how to obtain a modification in the amount of the support award.



Michael Owh
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Procurement Counsel