

ACC Training Session Request for Proposals (RFP)

Appalachian Community Capital (ACC) is a member-based organization and community development finance intermediary. Its 20 high-performing CDFI members are mission-driven lenders committed to meeting the credit needs of rural Appalachia.

ACC is seeking proposals to provide a day-long, in-person training on the CDFI Fund's New Markets Tax Credit (NMTC) and Rural Communities, to be held in the first half of 2020 within the Appalachian region.

RFP Timeline

- The Application Period is from November 27 – January 24, 2020
 - Proposals are due by Friday, January 24, 2020, 4:59 pm (ET)
 - ACC will select proposal(s) by January 31, 2020.
 - The Training must be completed by June 15, 2020
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Proposal Submission Guidelines

Proposals must include the following:

- Proposed detailed curriculum outline for the full-day NMTC training. The curriculum should cover the following aspects of NMTC:
 - ✓ Overview of the NMTC Program
 - ✓ Overview of the Application
 - ✓ Application Preparation
 - ✓ Case Study/sample successful deals
 - ✓ Challenges and Best approaches for Rural CDFIs
 - 2-3 paragraph summary of why ACC should select your proposal
 - Your biography describing your expertise on NMTC and training experience
 - Cost estimate of designing and facilitating the training
 - References—3 professional references that can speak to the quality of your training
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Proposal Assessment Criteria

- Knowledge of NMTC Program;
- Experience with NMTC applications
- Experience developing training curricula

- Experience providing similar trainings
 - Interactive nature of the presentation
 - Cost of proposal
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Application Requirements

- Applicants must include all the items detailed above in the proposal submission section to be eligible.
 - Applications must be submitted to lauraschwingel@gmail.com by Friday, January 24, 2020, 4:59 pm (ET)
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Notification

- Applicants will be notified by email of their selection.
 - ACC and the selected consulting will create a Memorandum of Understanding by February 22, 2020.
 - Noncompliance with this time period may result in disqualification.
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Terms and Conditions

By applying to ACC, the applicant agrees that:

- *The decisions of ACC regarding the selection of consultants shall be final and binding.*
- *ACC has the right, in its sole discretion, to cancel, or suspend the training.*
- *Except where prohibited by law, participation in the ACC training initiative constitutes the Applicant's consent to ACC's use of the organization's name and corporate logo, street address, city, state, zip code, county, and names, likenesses, photographs, videos, images, and statements made or provided by the Applicant's representatives regarding the award for promotional purposes in any media without further permission, consent, payment or other consideration.*

ACC and its affiliated organizations, subsidiaries, agents and employees are not responsible for late, lost, illegible, incomplete, stolen, misdirected, illegitimate, or impermissible submissions or any other error whether human, mechanical or electronic.

If you have questions, please direct them to Laura Schwingel at lauraschwingel@gmail.com.