

CITY OF LOS ANGELES

CALIFORNIA

CAROLYN M. HULL
GENERAL MANAGER



ECONOMIC AND WORKFORCE
DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

ERIC GARCETTI
MAYOR

DATE: June 9, 2022

TO: LA:RISE Contractors

FROM: Carolyn M. Hull, General Manager
Economic and Workforce Development Department

**SUBJECT: WDS INFORMATION BULLETIN No. 22-11
PY 22-23 LOS ANGELES REGIONAL INITIATIVE FOR SOCIAL
ENTERPRISE REQUEST FOR CONTRACT RENEWAL**

EFFECTIVE DATE

This information bulletin is effective upon date of issuance.

PURPOSE

The purpose of this Information Bulletin is to provide current Los Angeles Regional Initiative for Social Enterprise (LA:RISE) contractors with a Request for Contract Renewal (RFCR) package for Program Year (PY) 2022-23. This RFCR package sets out program requirements and identifies documents that must be submitted to renew agreements for the new program year.

Release of funds to contracted agencies for the new program year by the Economic and Workforce Development Department (EWDD) is subject to approval of the Annual Plan by the Mayor and City Council, and the filing of an executed agreement with the City Clerk. Organizations wishing to renew agreements must fulfill the requirements of this RFCR by signing and dating Form 2 and completing all other required documents.

Submission of a renewal request does not constitute a guarantee of funding as described in Appendix 1 –Funding Allocations for the new program year. The decision to fund any organization beyond June 30, 2022, rests solely with the City. Therefore, your agency assumes prudent risk for any and all program expenditures incurred after the end date of your current contract.

Please transmit the contract renewal package no later than **June 30, 2022, at 5:00 p.m.** All documentation must be scanned and emailed to:

EWDD.Planning@LACity.org

With copies to: Elizabeth.Macias@lacity.org (LA:RISE 8.0)
Karina.Henriquez@lacity.org (LA:RISE Youth Academy)

Email Subject Line: **PY2022-23 RFCR LA:RISE- <Name of your agency>**

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

Contract execution is contingent upon the contractor transmitting all corporate and contract-related documents on or before the indicated submission deadline.

This RFCR may be downloaded from the Economic and Workforce Development Department (EWDD) website at:

<http://ewddlacity.com/index.php/workforce-development-system-information-bulletins>.

Documents and information to be submitted in response to this RFCR are listed in the RFCR attachment and on the Checklist of Required Documents/Required Information form. The RFCR submissions to the City must include all required forms and must include all requested information to be considered complete. Missing forms or incomplete information will cause the RFCR submission to be considered incomplete.

Questions or requests regarding the PY 22-23 LA:RISE RFCR or the contract renewal process should be emailed to the LA:RISE program manager as noted below with “**RFCR Question**” indicated in the subject line.

LA:RISE 8.0 City General Fund and Measure H	LA:RISE Youth Academy
Elizabeth Macias	Karina Henriquez
Elizabeth.Macias@lacity.org	Karina.Henriquez@lacity.org

CMH:GR:VN:DB:EM:KH:cg

- Attachments:
1. RFCR Package
 2. Form 1 - Checklist of Required Documents - Required Information
 3. Form 2 - Agency Acceptance Form
 4. Form 3a - City General Fund - Budget Template
 5. Form 3b - County Measure H - Budget Template
 6. Form 3c - LA RISE Youth Academy- Budget Template
 7. Form 3d - LA RISE Summary of Leveraged Resources Form
 8. Form 4 - Certification of Authorities
 9. Form 4a - RAMP New Account Registration
 10. Form 4b - RAMP FAQ
 11. Appendix 1 - LA-RISE Funding Recommendations