



**Community Capital Fund
Request for Proposals
February 2024**

PURPOSE

Community Capital Fund (CCF) hereby requests submissions of Proposals for business development technical assistance for small businesses (less than \$100,000 annual revenue) in Overland Park, Kansas. This proposal shall include plans of providing 1:1 business coaching for 9 months and courses on at least five key areas: business management, accounting, legal issues, marketing and finance. Businesses will be provided a \$2,000 grant upon successful completion of the program. A maximum of 20 businesses are eligible for the program.

DISCUSSIONS AND NEGOTIATIONS WITH PROPOSERS

CCF reserves the right to discuss and negotiate anything and everything with any Proposer at any time, and to request additional information from any or all Proposers.

EVALUATION CRITERIA

Candidates will be evaluated on the projected outline of the support that they can provide for a period of 9 months to successful micro-grant recipients. CCF will also consider track record or working with microbusinesses, the ability to track and report on program impact, and the ability to start serves on or before April 1, 2024.

SELECTION

Selection of projects approved for funding will ultimately be determined by members of CCF. The successful business consultant or organization will identify through group and individual consultation the areas of opportunity for growth and refinement of business processes/procedures for Overland Park micro-businesses. The consultant will provide an individualized roadmap for addressing areas of opportunity and provide ongoing coaching to the business owners for a period of 9 months.

CONSULTATION SERVICES

Please detail your project proposal narrative and timeline for 9 months of small business and technical assistance. Proposals above \$65,000 will not be considered.

BUDGET NARRATIVE

Please include your budget for proposed services.

DEADLINE FOR SUBMISSIONS: March 8th, 2024.