

department of economic opportunity

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HOW TO APPLY FOR THE SOCIAL ENTERPRISE (SE) EMPLOYMENT AND TRAINING MASTER AGREEMENT

Department of Economic Opportunity (DEO) released a Request for Statement of Qualifications (RFSQ), for the provision of Social Enterprise Employment and Training Services. To access and apply for the RFSQ, please go to ISD's procurement website at: <https://doingbusiness.lacounty.gov/masteragree/> and Download the RFSQ (and Addendums One through Nine) by opening RFSQ-CMD-01-16 under the "Economic Opportunity" tab.

SE agencies that meet the following **mandatory minimum qualifications** are encouraged to submit a Statement of Qualifications (SOQ):

- 1) One year of experience as a Social Enterprise;
- 2) Certification as a Social Enterprise by the County of Los Angeles, Office of Small Business;
- 3) Submission of the fiscal documentation by one of the methods described in Addendum Seven, such as:
 - a) At least one year of **audited** financial information;
 - b) Three years of **compiled or reviewed** financial information; or
 - c) Documentation from another governmental agency if it performed a successful financial capability review or accounting system review within the past year

SEs that are *unable* to submit the required fiscal documentation as outlined in Addendum Seven above may still be able to enter into a SE Master Agreement and qualify for restricted or limited Work Orders, *valued up to \$75,000*. To qualify for the SE RFSQ and be eligible for restricted or limited Work Orders under the Master Agreement, proposers must provide a written response to **Addendum Eight, Supplemental Fiscal Requirements**.

Please submit your SE SOQ to the email listed below. Once your SOQ is reviewed and approved, qualifying Social Enterprises will enter into a Master Agreement with DEO. As a SE Master Agreement agency, you will be eligible to respond to County-wide issued Work Orders which will be limited to SE Master Agreement agencies.

If you have any questions on the application process, please send your questions to DEO-PRO@opportunity.lacounty.gov.