

NOTICE OF FUNDING AVAILABILITY

STATE OF NEW JERSEY DEPARTMENT OF HUMAN SERVICES OFFICE of NEW AMERICANS

UNACCOMPANIED CHILDREN AND SIMILARLY SITUATED YOUTH

TAKE NOTICE that, in compliance with N.J.S.A. 52:14-34.4, 34.5 and 34.6, the Department of Human Services, Office of New Americans hereby announces the availability of the grant program funds described herein.

Program Name: UNACCOMPANIED CHILDREN AND SIMILARLY SITUATED YOUTH

Purpose: This Request for Proposals (RFP) is issued by the New Jersey Department of Human Services (DHS), Office of New Americans (ONA) to provide free legal counsel and social services coordination to migrant children and youth arriving to New Jersey as unaccompanied minors seeking refuge.

The statewide, publicly funded, Legal Representation for Children and Youth Program ("The Program") within the ONA to provides free and expert legal counsel and social services ("case management") support to unaccompanied children and similarly situated youth who are at risk and vulnerable to deportation and removal and lack access to legal counsel and are in need of case management supports

Available Funding Amount: This RFP is funded through state appropriations for legal services for the Office of New Americans. The program's grant period is July 1, 2025 to June 30, 2026. Total annualized funding is subject to state appropriations. DHS-ONA anticipates making one award ranging up to \$6 million per year, including sub-grantees.

Who Can Apply/Bidder Qualifications: To be eligible for consideration for this RFP, the bidder must satisfy the following requirements:

Please note: Proposals may be submitted by an individual bidder or by a collaborative of legal service providers.

- The bidder must be a non-profit or governmental entity.
- The bidder must show experience in being a fiscal sponsor and managing subgrantees
- Demonstrate a strong record of providing high-quality legal representation to unaccompanied children and similarly situated youth,
- Have licensed attorneys with immigration law expertise on staff or under contract who will directly provide the services described in this RFP,

- Demonstrate that all professionals (attorneys, DOJ-accredited representatives, social workers, etc.) involved in providing services under the contract have the appropriate professional licenses and are in good standing professionally,
- Demonstrate the ability to consult with and represent clients in detention facilities,
- Collaborate with relevant stakeholders (DHS, EOIR, ORR) to ensure that representation can be initiated consistent with the program's requirements,
- Commit to a Universal Model of Representation,
- The bidder must be fiscally viable based upon an assessment of the bidder's audited financial statements. If a bidder is determined, in ONA's sole discretion, to be insolvent or to present insolvency within the twelve (12) months after bid submission, ONA will deem the proposal ineligible for contract award;
- The bidder must not appear on the State of New Jersey Consolidated Debarment Report at <http://www.nj.gov/treasury/revenue/debarment/debarsearch.shtml> or be suspended or debarred by any other State or Federal entity from receiving funds; and
- Pursuant to DHS Contract Policy and Information Manual Policy Circular 8.05, the bidder shall not have a conflict, or the appearance of a conflict, between the private interests and the official responsibilities of a person in a position of trust. Persons in a position of trust include Provider Agency staff members, officers and Governing Board Members. A bidder must have written Conflict of Interest policies and procedures that satisfy the requirements of P8.05, thereby ensuring that paid Board members do not participate in transactions except as expressly provided in the P8.05 circular.

Proposal Procedure: Effective June 13, 2025, the RFP is available at www.state.nj.us/humanservices/providers/grants/rfp/rfi/index.html and www.state.nj.us/humanservices/dmhas/provider/funding/. A proposal must be submitted that comports with the RFP requirements and instructions.

Proposal Receiving Office: Tanika Harper
Department of Human Services
222 South Warrant Street
PO Box 0700
Trenton, NJ 08625

Submission Deadline: Proposals must be received by 11:59 p.m. on July 14, 2025.

Notification Date: Bidders will be notified on or before Date To Be Determined.

6/24/25

Sarah Adelman, Commissioner

Date