
FY22 Special Service Contracts: Diversity, Equity, and Inclusion



BACKGROUND

- Special Service Contract : Valued and unique services provided to our community
- In FY20, Council approved a revamp of this program, creating two categories:
 - 1) Regular Service Contracts (4-year contract)
 - 2) Social Equity Service Contracts (2-year contract)
- The RFP for social equity services was delayed to open later in 2021
- SSC Subcommittee changed the name of the social equity category to Diversity, Equity, and Inclusion (DEI) to expand the scope
- Budget: Council budgeted \$250k for DEI contracts for FY22 & FY23 (\$500,000 total)



DEI SSC GOAL

Services provided will cultivate and engage **diverse perspectives, differing ideas, and individuals from different backgrounds** to help define policy and practices that help shape culture.



RFP TIMELINE

November 19th

- Submission Deadline

Week of Nov.
29th

- SSC subcommittee reviews, scores, and makes funding recommendations

December

- SCC subcommittee makes recommendation to Council

January

- Contracts are issued

Jan. – Feb.

- First payment issued



ELIGIBILITY

- Meet specified funding priorities and criteria outlined in the application
 - Includes the requested financial documentation
- Should have federally recognized nonprofit status
- Provide services to Park City residents



PRIORITIES

- **Services/Programs with a stated focus on Diversity, Equity, and Inclusion**
 - Diversity – Encourages participation from diverse voices in our community
 - Equity – Works to promote equitable outcomes and measures impact in the community
 - Inclusion – Engages and empowers diverse experiences to foster an inclusive community
- **Innovative and/or New Programing** – Provides innovative solutions regarding issues the City faces



PRIORITIES

Other Priorities may include...

- **Communication** – Enhances communication to all members of our community
- **Issue Awareness** – Identifies and addresses our diverse community's concerns and interests
- **Affordability** – Helps to ease residents' cost of living



REQUIREMENTS

As part of their application, applicants must address the following components:

1. Specific detail of how the requested funds will be used, clearly identifying which funding priorities are being addressed (*one page maximum*);
2. Financial information for your organization including annual budget and other sources of potential funding. Please also include 2 years of financial statements such as Balance Sheet, Income Statement, Statement of Financial Position, Activity Statement, etc. or include Independent Auditors' Reports (attach relevant documents);
3. Quantitative and/or qualitative goals (with specific targets) that can be used to measure the degree to which the funds were used for their intended purpose (attach summary - *half page maximum*); and
4. Specifically address how your proposal meets the service needs described above as well as the criteria described in the City's Public Service Contract Policy



CRITERIA

Criterion 1: Accountability and Sustainability of Organization -
The organization must have the following:

- Quantifiable goals and objectives.
- Non-discrimination in providing programs or services.
- Cooperation with existing related programs and community service.
- Compliance with the City contract.
- Federally recognized not-for-profit status.



CRITERIA

Criterion 2: Program Need and Specific City Benefit - The organization must have the following:

- A clear demonstration of public benefit and provision of direct services to City residents focused on the outlined funding priorities.
- A demonstrated need for the program or activity. Funds may not be used for one-time events, scholarship-type activities or the purchase of equipment.



CRITERIA

Criterion 3: Fiscal Stability and Other Financial Support - The organization must have the following:

- A clear description of how public funds will be used.
- Other funding sources that can be used to leverage resources.
- A sound financial plan that demonstrates managerial and fiscal competence.
- A history of performing in a financially competent manner.



CRITERIA

Criterion 4: Fair Market Value of the Services –

The fair market value of services included in the public service contract should equal or exceed the total amount of compensation from the City unless outweighed by demonstrated intangible benefits.

Examples of Past Applicant Responses:

- *“The fair market value of the entirety of the services described in these public service contracts exceeds the total amount of compensation requested from the City.”*
- *List fees charged for similar services offered to the public to demonstrate consistency and transparency*



Application

Direct Link:

<https://www.parkcity.org/home/showpublisheddocument/70946/637711065071470000>

Access through City's website: <https://www.parkcity.org/>



Questions?

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