
D I S T R I C T A T T O R N E Y O F T H E C O U N T Y O F N E W Y O R K
A D D E N D U M # 2

TO: Prospective Proposers
FROM: Elise Kairys, Contract Administrator, Procurement and Contract Management Unit
SUBJECT: Q&A Responses for RFP for Gun Violence Prevention Initiative Summer 2026
DATE: January 23, 2026

Any provisions of the above-referenced RFP for Gun Violence Prevention Initiative Summer 2026 (PIN 2026GunViolenceRFP001) that conflict with the changes below shall be modified to conform to such changes. Such changes shall take precedence over the Gun Violence Prevention Initiative RFP Summer 2026 released on December 15, 2025 – PIN 2026GunViolenceRFP001. Otherwise, the remaining provisions of the Gun Violence Prevention Initiative RFP Summer 2026 remain in effect. If you have any questions, please contact Elise Kairys (kairyse@dany.nyc.gov). Thank you for your continued cooperation.

This Addendum #2 answers the following questions that were submitted in writing before the Q&A deadline:

***Question 1:* Is the mentorship expected to go beyond the contract period?**

Answer: Mentorship or other proposed programming is not expected to extend beyond the contract period. However, we do expect providers to support youth in staying connected to appropriate resources and services after the summer program concludes.

***Question 2:* Wages refers to our staff?**

Answer: The award stipulates that 60% must be allocated for participant stipends, wages or incentives.

***Question 3:* Will you be sharing these slides afterwards?**

Answer: The deck from the information session is posted on the City Record website.

***Question 4:* Will this information be sent to us? Font size, RPF length, BID# etc?**

Answer: Please refer to Section III.B. of the RFP.

***Question 5:* What are the minimal requirements for "lived experience" facilitators who might not have traditional hiring docs.?**

Answer: We defer to each organization to define lived experience in way that most aligns with its mission, community work, and proposed programming.

***Question 6:* Is there a definition for incentives?**

Answer: Incentives may include bonuses for reaching attendance or curriculum milestones, as well as gift cards, clothing items, or other ideas that help encourage youth attendance and engagement.

***Question 7:* I would like to know about how many kids or young adults are acceptable? Meaning minimum and maximum amount of kids in the program at one time.**

Answer: This is flexible, and there is no set minimum or maximum number of participants. An applicant's proposal will compete for an award with other proposers submitting applications for programming in the same location, based on a proposal determined to be the most advantageous to the City, taking into consideration the criteria which are set forth in the Proposal Narrative, outlined in Section III.B . Applicants should consider both the broader impact on the community and the meaningful impact on individual youth when determining the number of participants to serve.

Question 8: Can we get more information more about other programs that deal with gun violence in the area we live in?

Answer: A response to this question is not needed for a successful proposal.

Question 9: Are there specific operating hours we need to follow? Does the program need to run 5 days and can it include weekends?

Answer: Operating hours and days of operation are not prescribed. However, programs must ensure adequate supervision, appropriate staffing levels, and active participation from staff responsible for implementing and overseeing the proposed program.

Question 10: Can some of the youth involved be one's who spend a lot of time in designated neighborhood (ie: school, community center, family) but not live there?

Answer: Awards will focus on CBOs that can identify and engage at-risk youth residing in one of the priority neighborhoods or NYCHA developments most impacted by gun violence outlined in Section II.C. of the RFP. While youth who spend significant time in the area may participate, the primary focus should be on serving residents of the neighborhood or NYCHA development.

Question 11: Which NYCHA Developments are eligible to apply?

Answer: All developments in Manhattan within and outside the neighborhoods of focus outlined in Section II.C. of the RFP are eligible. For example, Douglass, Amsterdam, and Wise Towers are NYCHA developments located outside the neighborhoods of focus but still qualify.

Question 12: Around when will you schedule the press conference?

Answer: Details will go out after awards are announced; DANY anticipates a press conference in June.

Question 13: When do you anticipate releasing answers to the questions?

Answer: Answers are projected to be released around January 23rd and will be made available through the City Record.

Question 14: Can attachments be signed with digital signatures?

Answer: Attachments may include digital signatures; however, any documents requiring notarization must follow the State's laws for notarization. If using a traditional notary in New York state, original signatures are required.

Question 15: Are indirect costs allowable? Can we use our city-approved indirect cost rate? Should the budget narrative be included in Attachment B or in the proposal narrative?

Answer: In order to qualify for an award, at least 60% of funds must go to participant stipends, wages, or incentives. Remaining funds may cover program materials, temporary staff, food, or recruitment activities. Funds may not be used for office equipment, rent, insurance, utilities, general administration, or unrelated programming. Budget can be discussed within the Proposed Approach but Attachment B must also be submitted.

Question 16: Can we accept participants from outside of our selected neighborhood so long as the majority are from that neighborhood?

Answer: GVPI participants must reside within the selected neighborhood or NYCHA development. While participants may take part in activities or experiences that include youth from other Manhattan neighborhoods, GVPI funding may only be used to support youth who reside in the selected neighborhood or NYCHA development.

The undersigned declares that said vendor is in receipt of Addendum #2 of the above-referenced RFP.

Vendor: _____

Print Name: _____

Signature: _____

Date: _____