



CITY AND COUNTY OF SAN FRANCISCO  
**OFFICE OF CIVIC ENGAGEMENT & IMMIGRANT AFFAIRS**  
Edwin M. Lee, Mayor  
Naomi Kelly, City Administrator  
Adrienne Pon, Executive Director

**NOTICE OF AVAILABILITY OF REQUEST FOR PROPOSALS:  
ASIAN PACIFIC ISLANDER  
COMMUNITY NEEDS ASSESSMENT**

**RFP#2014-01**

**Date Issued:** February 18, 2014  
**Proposals Due:** February 25, 2014 by 5:00 p.m.

---

The Office of Civic Engagement & Immigrant Affairs (OCEIA) is pleased to announce the availability of a Request for Proposals (RFP) under the following general fund program: Asian Pacific Islander Community Needs Assessment Grant. The RFP will be available electronically on OCEIA's website at [www.sfgov.org/oceia](http://www.sfgov.org/oceia) on **Tuesday, February 18, 2014 by 3:00 p.m.** Alternative formats for persons with disabilities will be available upon request to Danielle Lam, at (415) 581.2357 or email [civic.engagement@sfgov.org](mailto:civic.engagement@sfgov.org). **All proposals must be submitted electronically and received by 5:00 p.m. on Tuesday, February 25, 2014.**

**API COMMUNITY NEEDS ASSESSMENT PRIORITIES**

The Office of Civic Engagement & Immigrant Affairs (OCEIA) is seeking proposals from non-profit, community-based organizations based in San Francisco to assist in assessing the economic, employment, health and social service needs of Asian Americans and Native Hawaiian/Pacific Islanders (AA/NHPIs) residing or working in San Francisco City and County. This project will involve analyzing all available information, studies and U.S. Census Bureau data, conducting surveys, and producing a baseline study on community needs specific to the AA/HNPI population in San Francisco City and County. The purpose of this project is to determine community needs and priorities, particularly for underserved, low-income, linguistically isolated or Hard-to-Reach (HTR) segments of the Asian and Pacific Islander community in San Francisco. All research activities must be conducted in San Francisco and will be focused on, but not be limited to, areas of the city with the highest concentration of AA/NHPI immigrant, LEP, low income or monolingual individuals.

**How to contact OCEIA**

If you have any questions regarding the RFP, please send an email to [civic.engagement@sfgov.org](mailto:civic.engagement@sfgov.org) with the subject line: **API Community Needs Assessment Grant**, or call the OCEIA main number at 581.2360 and your call will be directed to the appropriate staff person.