August 29, 2011

Dear Prospective Applicant:

First 5 LA is issuing the Healthy Food Access Initiative: Community Gardens Project Administrator Request for Proposals (RFP) to identify a project administrator that has the capacity and expertise to implement the community gardens project. Through this RFP, First 5 LA specifically seeks to provide communities with the opportunity to develop the infrastructure that will improve access to healthy foods for their residents. These efforts will support obesity prevention, increase food security, provide physical activity and support community cohesion.

Applicants responding to this RFP must have the experience, competency and ability to successfully present a plan for constructing community gardens as well as provide programmatic, fiscal and administrative oversight for the proposed project. Applicants must demonstrate that implementation of the proposed project will result in increasing families’ access to healthy foods.

Interested applicants must prepare and submit all required documents as described in the full RFP online at http://www.first5la.org/Community-Gardens-Request-for-Proposal no later than 5:00 p.m. (PST) on September 30, 2011. In addition to electronic versions of the Signature Authorization and Agency Litigation Forms, please mail signed originals to:

Evelyn V. Martinez, Chief Executive Officer
First 5 LA
750 N. Alameda Street, Suite 300
Los Angeles, CA 90012
Attention: Healthy Food Access Initiative: Community Gardens

No faxed or emailed submissions of forms will be considered.

For additional information or further questions, please contact Juan Aquino, Program Officer, via email at jaquino@first5la.org.

Thank you for your dedication to the children and families and for supporting the vision and mission of First 5 LA.

Sincerely,

Evelyn V. Martinez
Chief Executive Officer