



Addendum to Services to Older Refugees Program 2024 RFP

- The Services to Older Refugees Program 2024 RFP application due date is extended to September 19, 2024, at 2:00 PM.
- Previously submitted applications do not require any action.
- The Budget and Work Plan sections are accessed by clicking the “Period Details – 1” link near the bottom of the main page.
- Click “Period Details – 1” and then click Budget properties or Work Plan Properties to access each section.
- In the Work Plan, you will need to enter Objectives, Tasks, and Performance measures.
 - Complete all required fields.
 - Click “View All” in the top right corner to display all rows.
 - Make sure a Performance Measure is added for each Task.
 - If a Performance Measure is added, also click the “More Details” tab and select the “Text/Comment” Response Type for each Performance Measure.
- The following link is a recording of a webinar that goes through the process of applying to a grant in SFS (Bidding on a Bid Event).

<https://meetny.webex.com/recording/service/sites/meetny/recording/a519ba162bfb103db71f0050568155b5/playback>

You can move around the slider to get to these specific sections:

11:35 Logging into the system

16:00 Save your application - enter the Contact information

26:25 Period Details - Budget and Work Plan section

32:05 Work Plan section - Objectives, Tasks, and Performance Measures