

**From:** Dellaselva, Chris <[CDellaselva@StamfordCT.gov](mailto:CDellaselva@StamfordCT.gov)>

**Sent:** Monday, January 9, 2023 1:56 PM

**To:** Simmons, Caroline <[CSimmons@StamfordCT.gov](mailto:CSimmons@StamfordCT.gov)>

**Cc:** Pankosky, Valerie <[VPankosky@StamfordCT.gov](mailto:VPankosky@StamfordCT.gov)>; Kagan, Leah <[LKagan@StamfordCT.gov](mailto:LKagan@StamfordCT.gov)>; Nadres, Loren <[LNadres@StamfordCT.gov](mailto:LNadres@StamfordCT.gov)>; Carpenter, Anita <[ACarpenter@StamfordCT.gov](mailto:ACarpenter@StamfordCT.gov)>; Larson, Erik <[ELarson@StamfordCT.gov](mailto:ELarson@StamfordCT.gov)>

**Subject:** WBDC-Stamford Contract for RFP NO. 878 Stamford Small Business Services

Good afternoon Your Honor,

Attached for your consideration is a proposed contract with Women's Business Development Council, Inc. (WBDC) for ARP Small Business Services (City RFP No. 878). If agreeable, ***please forward these Contract Documents to the City's Board of Finance and Board of Representatives for review/approval.***

The City has approved 1.5 million dollars from ARP (American Rescue Plan) Federal Funding to be allocated for small business grants in the amount of \$10,000 and technical support. The WBDC will provide operational support to manage an online grants application process, provide technical support to applicants, collect relevant business data on applicants, provide wrap-around business services, and monitoring and evaluation of grant recipients. At least 50% of the funding and services will be directed to businesses located in distressed municipalities and business owned by minorities, women, disabled person and veterans.

We anticipate this to be an 18 month project. The WBDC will make \$1,300,000.00 in subawards. The remaining \$200,000.00 of the approved ARP funding will be paid to WBDC to reimburse it for the City's portion of the operating expenses. The WBDC will cover the remaining \$250,000.00 in operating expenses. All as set forth in greater detail in WBDC's Financing Plan and Budget (Ex. B1).

Please contact either Leah Kagan or Loren Nadres directly if you have specific questions regarding this grant, WBDC's services or the Financing Plan and Budget. You may, of course, contact me at your convenience if I may be of any further assistance to you in this matter.

Thank you,

Chris Dellaselva  
Assistant Corporation Counsel  
City of Stamford Office of Legal Affairs  
888 Washington Boulevard  
P.O. Box 10152  
Stamford, CT 06904-2152  
(203) 977-5762  
Fax: (203) 977-5560