



**REQUEST FOR PROPOSAL ANNOUNCEMENT  
USDA Farm & Food Workers Relief Program  
Applicant Web Portal Design & Development**

**Issued: June 27, 2022**

**Response Due Date: July 25, 2022 5:00pm EDT**

**Executive Summary**

Clarifi is accepting proposals to design and develop a bilingual (English/Spanish) consumer-facing web portal through which eligible beneficiaries of the USDA's Food and Farm Worker Relief Program will apply and be approved for a one-time benefit payment. Clarifi is the premier provider of financial and housing empowerment services for low- and moderate-income residents of Southeastern Pennsylvania, New Jersey, and Delaware and an affiliate of GreenPath Financial Wellness.

Due to the short turnaround time of the federal funding process, the successful developer chosen will need to have the existing resources and framework readily available to have a working portal delivered in 90 days, or no later than November 1<sup>st</sup>, 2022. While we have developed a customer journey process map, the developer will need to be agile and work closely with our team to generate the final product.

**Portal Objective**

The portal's objective is to provide eligible workers with a quick and easy way to apply for the one-time benefit payment, as well as a secure way for employers to verify beneficiary employment for payment approval. Clarifi's vision is for a human-centered, empathetic, and user-friendly application portal in multiple languages and modalities that will enable food industry employers to direct current and former employees through the application.

After the portal completes a simple, accurate employment verification process, applicant information would pass into our existing, separate proven payment process. Beneficiaries may also need to be able to apply directly to the portal without a current food industry employer by uploading documented proof of eligible employment.

**Timeline & Milestone Dates**

<b>RFP MILESTONE EVENTS</b>	<b>DUE DATE</b>
Identify Participants and Provide NDAs for execution	TBD
Clarifi Request for Proposal distributed to Participants	June 27, 2022
Participants Acknowledge receipt of RFP and participation	July 1, 2022
Questions from Participants to Clarifi	July 5 thru July 8, 2022
Clarifi response to Participant questions	July 11 thru July 13, 2022
RFP Proposals due from Participants to Clarifi	July 25, 2022
Additional Presentations or extensions if required	TBD
Notification to Participants	July 28, 2022
Selection of Participant & Award of Business	July 29, 2022

For more information, please contact Michael Sherman at [msherman@greenpath.com](mailto:msherman@greenpath.com).