

SIGNATURE PAGE

CC-9-2026

To the Monmouth County Board of County Commissioners:

**THE UNDERSIGNED HEREBY DECLARES THAT
I (WE) HAVE CAREFULLY EXAMINED THE SPECIFICATIONS.
I (WE) HEREBY CERTIFY PRICES QUOTED ARE IN ACCORDANCE
WITH YOUR REQUIREMENTS.**

Company Name: Community Affairs and Resource Center
(PRINT)

Preparer's Name: Beatriz Oesterheld
(PRINT)

Signature: *Beatriz Oesterheld*
(DATE)

Address: 913 Sewall Ave. Asbury Park
NJ 07712

Telephone No.: 732-774-3282

Fax No.: 732-502-8955

E-Mail Address: boesterheld@carc.nj.org
*****(This should be the email where Contracts would be sent)*****

Contact Person: Beatriz Oesterheld / Paola Marin

FEIN: [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

(Revised 2/2017)

Program Summary Sheet / Proposal Cover

Agency Name: Community Affairs and Resource Center		FEIN number: [REDACTED]
Administrative Contact Person: Beatriz Oesterheld		Administrative Address: 913 Sewall Avenue, Asbury Park, NJ 07712 (current) 910 4th Ave, Asbury Park, NJ, 07712 (new address 12/15/26)
Administrative Phone #: 732-774-3282	Administrative Fax #: 732-502-8655	Administrative Email: boesterheld@carcnj.org
Program Contact Person: Beatriz Oesterheld		Program Address: 913 Sewall Avenue, Asbury Park, NJ 07712 (current) 910 4th Ave, Asbury Park, NJ, 07712 (new address 12/15/26)
Program Phone #: 732-774-3282	Program Fax #: 732-502-8955	Program Email: boesterheld@carcnj.org
Program Name (if Applicable): N/A	Type of Program: A) WFNJ Work Readiness Achievement Program (WRAP)	
Brief Program Description: Work First New Jersey, Work Readiness Achievement Program (WRAP) activity will consist of a four-week Work Readiness Skills Training program designed to prepare TANF, GA, and SNAP recipients to obtain and maintain gainful employment. Participants will develop career planning and workplace readiness skills, including conflict resolution, problem-solving and cognitive skills, oral communication, time management, professionalism, and teamwork. Emphasis will be placed on professional dress and demeanor, interviewing skills, work ethic, interpersonal skills, and effective workplace communication. Participants will identify their personal qualities, strengths, areas for development, interests, and career goals. During the program, participants will also learn and apply job-search techniques using the internet and other available employment resources. The program will incorporate basic computer and digital literacy skills, including keyboarding, Microsoft Word applications, email, and internet		

navigation, to help participants effectively conduct their job search and complete online employment applications.

Total Budget Amount: (include in-kind) \$310,436.00	Requested Budget Amount: \$148,364.00
Population Being Served: Participants must be TANF or GA, SNAP recipients and ABAWD referred by the Division of Social Services, One Stop Career Center and/or its partners. The program will serve residents of Monmouth County of all races and ethnicities who are 18 years of age or older.	Length of Training Service (calendar months/weeks): 11 months November 01, 2026 to September 30, 2027
Hours of Operation: Monday - Thursday 8:30AM-4:30PM Fridays 8:30Am-1:30PM	# Program Staff: 2

Please complete this Program Summary Sheet for each program that you propose to deliver.

This is the TOP sheet to each of your proposal submissions

WORKFORCE DEVELOPMENT CHECKLIST FOR CONTRACTORS

RFP NO: CC-9-2026

Each submission should contain ALL SECTIONS for **each** proposed program. This checklist is being included as the LAST PAGE of each request. Please answer **all** the questions, then **sign** the completed checklist and enclose it with your proposal. **(SIGNATURE REQUIRED)**

Have you included 2 originals with original signatures and 2 copies of each proposal?	(X) Yes	☐ No
Have you answered <u>all</u> questions on the Proposal Forms?	(X) Yes	☐ No
Have you included and/or completed the following forms?	(X) Yes	☐ No