

North Carolina Department of Health and Human Services Division of Rural Health

RFA Addendum 1

RFA#: 2026-NCROOTS
RFA Title: North Carolina Rural Organizations Orchestrating Transformation for Sustainability (“NC ROOTS”) Hubs
Addendum#: 1
Date Issued: March 2, 2026
Re: Update to RFA, Section VII, “Application” Cover Letter (RFA page 57)
Update to Application Cover Letter

Purpose

This Addendum 1 serves to correct the application Cover Letter requirements in RFA# 2026-NCROOTS to prevent conflicting instructions and ensure consistency for applicants.

Description of Change

The final bullet point in the Cover Letter in Section VII, “Application” of the RFA and on the Cover Letter page of the downloadable MS Word version of the RFA Application form, which instructed applicants to “confirm they are not a Medicaid Managed Care Organization (MCO)” has been removed.

Reason for Change

This bullet point was removed to resolve conflicting information within the RFA. The eligibility requirements do not require this confirmation, and its presence created unnecessary confusion.

Impact of Change

This correction does not impact scoring, scope, budget requirements, or the application timeline. All evaluation criteria and deadlines remain unchanged.

Applicant Reminder

Applicants are reminded to submit any questions regarding this Addendum 1 or other aspects of the RFA by the published deadline of 5pm EST on March 13, 2026. Questions must be submitted in writing to dhhs-ncroots.rfa@dhhs.nc.gov.

The corrected page 57 follows.

The Cover Letter in the downloadable Application form has been updated

Cover Letter

The application must include a cover letter, on its letterhead, signed and dated by an individual authorized to legally bind the Applicant. The letter must include:

- Legal name of the Applicant entity
- RFA number (2026-NCROOTS)
- Applicant entity's federal tax identification number (EIN)
- Applicant entity's Unique Entity Identifier (UEI)
- Primary location of the Applicant entity and all additional offices/service locations and date location was established.
- NCRHTP Region for which the Applicant entity is applying to be the ROOTS Hub Lead.

Please address the following items in the letter:

- entity mission
- brief history
- background
- current (last 3 years) services/programs provided in North Carolina
- how this proposed work fits within your entity mission

There is no page limit for the cover letter.