



# NCDHHS-CoC Housing Provider Services HUD Continuum of Care-Funded Program Program Start Date: October 1, 2026

## RFA Summary

Item	Information
Funding Title	NCDHHS-CoC Housing Provider Services
Funding Agency	U.S. Department of Housing and Urban Development
RFA Issuing Agency	North Carolina Department of Health and Human Services, Office of the Secretary / Health Portfolio
Awarding Official	Secretary Devdutta Sangvai
Assistance Listing Number / CFDA Number	14.267
Assistance Listing Title	Continuum of Care Program
Research and Development Award	No
Estimated Funding Available	\$12,025,690
Expected Number of Subrecipient Awards	Multiple awards anticipated
Period of Performance	October 1, 2026 – September 30, 2027
RFA Posted	June 29, 2026
Anticipated Applicant Information Session	July 2, 2026, 11:00 a.m.
Written Questions Due	July 8, 2026
Submit Questions To	<a href="mailto:backathome@dhhs.nc.gov">backathome@dhhs.nc.gov</a> , ATTN: RFA Questions
Submit Applications To	<a href="mailto:backathome@dhhs.nc.gov">backathome@dhhs.nc.gov</a> , ATTN: RFA Submission
Program Start Date	October 1, 2026



## Funding by Project Type

<b>Project / Component</b>	<b>Estimated Funding</b>
Supportive Services Only — SSO	\$1,386,724
Unsheltered Permanent Supportive Housing — PSH	\$1,363,974
Unsheltered Rapid Rehousing — RRH	\$2,894,902
Rural Permanent Supportive Housing — PSH	\$872,269
Rural Rapid Rehousing — RRH	\$1,808,940
HUD CoC PSH (Dedicated Plus)	\$3,698,881
<b>Total Estimated Funding Available</b>	<b>\$12,025,690</b>



## 1. Purpose

The North Carolina Department of Health and Human Services, Office of the Secretary, Olmstead Office, is seeking qualified organizations to serve as **NCDHHS-CoC Housing Providers** under newly awarded HUD Continuum of Care funding beginning October 1, 2026.

This procurement is for a new integrated NCDHHS-CoC model and is **not a continuation of the Back@Home provider model**. Selected providers will be responsible for delivering a full, integrated housing function within assigned counties or geographic areas, including housing stabilization services, housing identification, landlord coordination, financial assistance documentation, housing placement, housing retention, data entry, and compliance with HUD CoC requirements.

The purpose of this RFA is to identify providers with sufficient programmatic, fiscal, staffing, data, and compliance capacity to implement the NCDHHS-CoC Program in a manner that is housing-focused, audit-ready, performance-driven, and aligned with HUD CoC requirements, the NC Balance of State CoC Written Standards, the NCDHHS-CoC Program Manual, and any current written NCDHHS-CoC guidance.

## 2. Background

The North Carolina Department of Health and Human Services, Office of the Secretary / Olmstead Office, administers HUD Continuum of Care funds to support housing-focused interventions for eligible individuals and families experiencing homelessness across the NC Balance of State Continuum of Care geography.

NCDHHS-CoC is designed to help eligible households resolve homelessness, obtain permanent housing, maintain housing stability, and, when applicable, prepare for a positive exit. The October 1, 2026 program model represents a shift from the prior Back@Home implementation structure to an integrated Housing Provider model. Under this model, selected providers will be responsible for coordinated housing stabilization services, housing identification, landlord coordination, financial assistance documentation, data entry, housing retention, and compliance within assigned counties or geographic areas.

This RFA supports DHHS's mission by promoting housing stability, connection to health and human services, access to mainstream resources, and improved outcomes for people experiencing homelessness, including households with severe service needs, households experiencing unsheltered homelessness, households with disabilities, and other high-need populations.

### Administrative Oversight and Program Administration

The North Carolina Department of Health and Human Services, Office of the Secretary / Olmstead Office, through the Olmstead Office, will serve as the administrative oversight agency for the NCDHHS-CoC Program. NCDHHS is responsible for grant administration, subrecipient oversight, program policy, fiscal oversight, reporting, monitoring, technical assistance, and ensuring implementation is consistent with HUD CoC requirements, the NC Balance of State CoC Written Standards, the NCDHHS-CoC Program Manual, executed subrecipient agreements, and current written NCDHHS-CoC guidance.

NCDHHS-CoC will contract with selected NCDHHS-CoC Housing Providers to deliver the integrated housing function within assigned geographic areas. Additional subrecipients, contractors, or partner entities may be added in the future as NCDHHS-CoC programming continues to develop; however, any such arrangement must remain consistent with the integrated NCDHHS-CoC Housing Provider model unless otherwise directed in writing by NCDHHS.

## 3. Funding and Program Authority

Funding for this RFA is provided through HUD Continuum of Care Program funds awarded under FR-6800-N-25 and any related HUD grant agreement, award conditions, approved project budgets, and amendments. CoC



Program projects are subject to the McKinney-Vento Homeless Assistance Act, [24 CFR Part 578](#), [2 CFR Part 200](#), [applicable HUD NOFO requirements](#), [NC Balance of State CoC Written Standards](#), and NCDHHS-CoC Program Manual, and any current written NCDHHS-CoC guidance.

HUD’s NOFO requires project applicants and subrecipients to meet CoC eligibility requirements, demonstrate financial and management capacity, serve eligible populations, and participate in HMIS unless operating as a victim service provider using a comparable database.

### Federal Award and Pass-Through Information

Item	Information
Name of Federal Awarding Agency	U.S. Department of Housing and Urban Development
Pass-Through Entity / RFA Issuing Agency	North Carolina Department of Health and Human Services, Office of the Secretary / Health Portfolio
Awarding Official	Secretary Devdutta Sangvai
Assistance Listing Number / CFDA Number	14.267
Assistance Listing Title	Continuum of Care Program
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### Estimated Funding Available by Project

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<b>Total Estimated Funding Available</b>	<b>\$12,025,690</b>

Final award amounts, grant numbers, component types, budget line items, eligible cost categories, and subrecipient allocations will be governed by the HUD grant agreement, approved project budget, NCDHHS funding decisions, and executed subrecipient agreement. Selection under this RFA does not guarantee a specific funding amount, geography, project type, cost category, caseload, or contract term.

### Cost Sharing or Match

A 25% match is expected for CoC Program funds, unless otherwise exempt under HUD requirements. Applicants should provide a brief match capacity attestation as part of the application. Final match documentation, including any required third-party commitments or memoranda of understanding, will be addressed during contracting and ongoing grant administration.

### Allowable Costs



Costs must be allowable under 24 CFR Part 578, 2 CFR Part 200, the approved HUD budget, the executed subrecipient agreement, and current NCDHHS-CoC guidance. Costs must be necessary, reasonable, allocable, adequately documented, incurred during the approved period of performance, and consistent with the approved scope of work and budget.

### **Indirect Costs**

Applicants must identify whether they will use a federally negotiated indirect cost rate, the de minimis indirect cost rate if eligible, or no indirect costs. Applicants using a federally negotiated indirect cost rate must provide the current rate agreement. Applicants electing to use the de minimis indirect cost rate must indicate that election in the budget narrative. Applicants not requesting indirect costs must state “No indirect cost requested” in the budget narrative.

## **4. Eligible Applicants**

Eligible applicants may include nonprofit organizations, units of local government, Indian Tribes or Tribally Designated Housing Entities where applicable, or other eligible entities consistent with CoC Program requirements.

For-profit entities are not eligible to serve as CoC-funded subrecipients. Applicants must be able to demonstrate eligibility, active SAM registration, a valid UEI, fiscal capacity, and the ability to comply with federal grant requirements.

Fiscal sponsorship arrangements are not permitted under this RFA. The applicant must be the legal entity that will enter into the subrecipient agreement with NCDHHS, receive and manage awarded funds, maintain fiscal and programmatic accountability, employ or directly oversee program staff, maintain required records, and comply with all HUD, federal, state, CoC, and NCDHHS requirements. An organization may not apply on behalf of another entity through a fiscal sponsor, fiscal agent, or similar pass-through arrangement.

## **5. Program Model**

NCDHHS-CoC will use an integrated Housing Provider model. Under this model, selected providers will be responsible for the full housing function within their assigned geography. This includes:

1. Outreach, engagement, assessment, and housing-focused case management;
2. Coordinated Entry participation and case conferencing;
3. Eligibility documentation, including homelessness, disability, income, duplication of benefits, and other required documentation;
4. Housing Stability Plans and reassessments;
5. Housing search, landlord recruitment, landlord coordination, and unit identification;
6. Rent reasonableness, inspections, lead-based paint review, debarment checks, lease/HAP documentation, and related housing approval steps;
7. Financial assistance documentation and payment-request support;
8. Housing retention, landlord mediation, tenancy supports, and problem-solving;
9. Ongoing income-focused planning, including connection to employment, workforce development, benefits, education, childcare, transportation, and other resources that support long-term housing stability;
10. HMIS and NCDHHS-CoC System of Record data entry; and
11. Monitoring, reporting, fiscal controls, confidentiality, conflict-of-interest, and recordkeeping compliance.

The integrated model requires Housing Providers to coordinate both the housing and service actions necessary to help households resolve homelessness, obtain permanent housing, maintain housing stability, and prepare for a positive exit when applicable. Applicants must demonstrate how they will maintain an ongoing focus on



increasing or stabilizing household income through employment, benefits, mainstream resources, and community partnerships, while recognizing that income growth may vary based on household circumstances, disability status, household composition, labor-market conditions, and participant choice.

Selected Housing Providers must also demonstrate the ability to build and maintain partnerships that support housing stability and long-term income progression. These partnerships may include, but are not limited to, workforce development boards and NCWorks Career Centers, employers, childcare providers, transportation resources, behavioral health and healthcare providers, public benefits agencies, education and training providers, domestic violence and victim service providers, legal services, law enforcement or public safety partners where appropriate, local governments, landlords, property managers, and other community-based organizations.

Coordination with law enforcement or public safety partners must be limited to lawful, appropriate, participant-centered purposes, such as addressing safety concerns, supporting unsheltered engagement strategies, coordinating around encampment-related concerns, or preventing avoidable criminalization of homelessness. Such coordination must be conducted in a manner that protects participant confidentiality, safety, rights, and choice, and must not be used as a barrier to program access.

The NCDHHS-CoC manual identifies these functions as core Housing Provider responsibilities, including maintaining eligibility, income, disability, homelessness, duplication of benefits, housing stability, reassessment, inspection, HAP, payment, service, and landlord documentation.

## **6. Scope of Services**

Selected Housing Providers must provide services in alignment with the assigned project type, approved budget, executed subrecipient agreement, and current NCDHHS-CoC Program Manual, and any current written NCDHHS-CoC guidance..

### **A. Housing Stabilization Services**

Providers must deliver individualized, housing-focused services that help eligible households resolve homelessness, obtain permanent housing, maintain housing stability, and prepare for a positive exit when applicable.

Services must be documented, tied to household needs, and aligned with the participant's Housing Stability Plan. Services may include engagement, housing search, tenancy education, landlord mediation, benefits connection, income supports, behavioral health or healthcare linkage, employment connection, transportation coordination, and other allowable housing stabilization activities.

### **B. Housing Identification and Landlord Coordination**

Providers must identify housing opportunities, recruit and support property providers, assist households with applications, support housing choice, coordinate move-in steps, and resolve barriers to placement.

Providers must ensure required housing documentation is complete before rental or move-in assistance is requested, including inspection documentation, rent reasonableness, lease documentation, HAP or payment agreement documentation, debarment review, and other required records.

### **C. Financial Assistance Documentation and Internal Controls**

Providers may perform delegated financial assistance functions only as authorized by NCDHHS, the subrecipient agreement, the approved budget, and current NCDHHS-CoC Program Manual, and any current written NCDHHS-CoC guidance.

Providers must maintain written internal controls addressing request, review, approval, issuance, reconciliation, documentation, and quality assurance of financial assistance. The manual requires separation of



request/review/approval/payment functions where staffing allows, supervisory review, cost allocation controls, vendor verification, rent reasonableness, inspection approval, lease/HAP consistency, Tenant Rental Share (TRS) calculation, proof of payment, and conflict-of-interest screening.

#### **D. Data, Reporting, and Recordkeeping**

Providers must enter complete, accurate, and timely data into Homeless Management Information System (HMIS) and the NCDHHS-CoC System of Record (Salesforce). The NCDHHS-CoC System of Record is a customized information technology system on the Salesforce platform that imports client-level and payment data from HMIS, enabling NCDHHS-CoC Program staff to provide oversight and make payments to subrecipients that provide financial assistance and services to households enrolled in NCDHHS-CoC projects.

Providers must submit all required reports, maintain complete participant and financial records, and support NCDHHS reporting to HUD and other oversight entities.

The NCDHHS-CoC RFA aligns with HUD NOFO expectations by emphasizing HMIS participation, HUD-required reporting, system performance data, data quality, and performance measurement as key requirements for CoC-funded projects.

#### **E. Compliance and Monitoring**

Providers must comply with all applicable federal, state, HUD, CoC, and NCDHHS requirements. Providers must participate in onboarding, training, technical assistance, monitoring, corrective action, audit response, and quality assurance activities as required.

HUD's Office of Community Planning and Development (CPD) risk methodology prioritizes monitoring based on grant management, financial management, services and satisfaction, staff capacity, reporting, audit history, subrecipient management, complaints, and risk exposure.

### **7. Minimum Provider Capacity Requirements**

Applicants must demonstrate, at a minimum:

1. Eligibility to serve as a CoC subrecipient;
2. Experience serving households experiencing homelessness, households with severe service needs, and households with disabilities;
3. Capacity to administer federal or state funds;
4. Sufficient staffing and supervision for the proposed geography and caseload;
5. Financial management systems capable of tracking costs by funding source, project type, participant, eligible activity, and reimbursement category;
6. Written internal controls for financial assistance;
7. Capacity to provide housing stabilization, housing navigation, landlord engagement, rent reasonableness, inspection coordination, HAP documentation, income/rent calculation support, and housing retention;
8. HMIS and System of Record data capacity;
9. Experience with Coordinated Entry participation;
10. Written policies for conflict of interest, procurement, nondiscrimination, fair housing, VAWA, confidentiality, grievance, anti-fraud, waste, and abuse;
11. Ability to respond timely to NCDHHS, HUD, CoC, participant, landlord, and monitoring requests;
12. Ability to maintain audit-ready participant, financial, service, payment, and housing documentation.
13. Ability to maintain sufficient cash flow or operating capacity to provide services on a reimbursement basis, including the ability to operate for at least ninety (90) days without reimbursement.



These capacity expectations directly align with the NCDHHS-CoC manual's minimum Housing Provider requirements.

## **8. Priority Risk and Capacity Areas**

NCDHHS will evaluate applications with attention to the following risk and capacity areas:

### **A. Grant Management**

Applicants must demonstrate the capacity to manage the assigned program, comply with CoC requirements, submit complete and timely reports, maintain adequate staffing, and implement the integrated housing provider role.

NCDHHS will consider prior grant experience, federal funding history, staff turnover, staff vacancies, complexity of current programs, responsiveness, monitoring history, unresolved findings, corrective actions, and ability to implement multiple project types or funding sources.

### **B. Financial Management**

Applicants must demonstrate fiscal systems sufficient to manage federal funds, track costs accurately, document allowability, prevent duplicate billing, maintain source documentation, support reimbursement, manage required match documentation, and respond to audits.

NCDHHS may consider audit history, Single Audit status, unresolved questioned costs, expenditure timeliness, budget variance, drawdown or reimbursement history, financial staff capacity, fiscal policies and procedures, cost allocation practices, and prior financial monitoring results.

### **C. Data Quality and Reporting**

Applicants must demonstrate the capacity to enter timely and accurate HMIS and System of Record data, correct errors, submit required reports, maintain documentation, and use data to manage performance.

### **D. Rental Assistance and Financial Assistance Administration**

Applicants requesting to administer or support rental assistance, move-in assistance, utility assistance, landlord incentives, unit access costs, or other authorized financial assistance functions must demonstrate the operational capacity and internal controls necessary to support household-level financial assistance documentation. This includes landlord and vendor documentation, payment request processes, rent reasonableness, inspection coordination, lease and HAP documentation, TRS or rent calculation support, proof of payment, reconciliation, and controls to prevent unsupported, duplicate, or unallowable costs..

### **E. Services and Satisfaction**

Applicants must demonstrate the ability to deliver services effectively, respond to participant and landlord concerns, address complaints, maintain community relationships, and avoid unresolved service-delivery issues, negative media exposure, or repeated responsiveness issues.

### **F. Monitoring and Audit Readiness**

Applicants must demonstrate readiness for NCDHHS, HUD, CoC, state, and federal monitoring. This includes documented policies, complete files, fiscal records, service notes, payment records, eligibility records, procurement documentation, conflict-of-interest documentation, and corrective action procedures.

HUD's CoC Risk Analysis specifically identifies reporting, staff capacity, monitoring/audit history, program complexity, rental assistance/leasing exposure, financial management, and services/satisfaction as risk considerations.



## 9. Performance Expectations

Selected providers will be expected to meet performance expectations established by NCDHHS, HUD, the NC Balance of State CoC, the executed subrecipient agreement, the NCDHHS-CoC Program Manual, and other written NCDHHS-CoC guidance. Performance expectations may include, but are not limited to:

1. housing placement within timeframes established by the NCDHHS-CoC Program Manual, HUD requirements, the NC Balance of State CoC, and the executed subrecipient agreement;
2. reduced length of time homeless;
3. successful exits to permanent housing;
4. housing retention;
5. increased income, benefits connection, or connection to mainstream resources, as appropriate to household circumstances and project type;
6. reassessment and HAP renewal documentation completed within required program timeframes;
7. accurate, complete, and timely HMIS and NCDHHS-CoC System of Record data entry;
8. complete eligibility, housing, service, and financial assistance documentation before assistance is approved, requested, or reimbursed, as applicable;
9. reimbursement requests and payment documentation submitted within required fiscal and program deadlines;
10. monitoring findings, corrective actions, or required follow-up resolved within timeframes established by NCDHHS or the applicable oversight entity;
11. full participation in Coordinated Entry and case conferencing as required by NC Balance of State CoC Written Standards and the NCDHHS-CoC Program Manual; and
12. compliance with HUD CoC requirements, NC Balance of State CoC Written Standards, the NCDHHS-CoC Program Manual, the executed subrecipient agreement, and other written NCDHHS-CoC guidance.

HUD's NOFO identifies system performance, permanent housing outcomes, coordinated use of housing and healthcare resources, HMIS reporting, and continuous quality improvement as key CoC priorities. The NCDHHS-CoC RFA aligns with these expectations by emphasizing housing placement, housing retention, documentation quality, data quality, reassessment, fiscal accountability, and performance improvement.

## 10. Required Application Contents

Applicants must submit the following:

### A. Organizational Information

1. Legal name of applicant;
2. Nonprofit, governmental, PHA, Tribe, or other eligible status documentation;
3. UEI and SAM registration documentation;
4. Counties or geographic area proposed;
5. Primary contact information;
6. Board of directors or governing body roster, if applicable;
7. Organizational chart; and
8. Current agency budget.

### B. Program Narrative

NCDHHS-CoC will use an integrated Housing Provider model. Under this model, selected providers will be responsible for coordinating the housing, service, documentation, and compliance functions necessary to help households resolve homelessness, obtain permanent housing, maintain housing stability, and, when applicable, prepare for a positive exit.

Core Housing Provider responsibilities include:



1. outreach, engagement, assessment, and housing-focused case management;
2. Coordinated Entry participation and case conferencing;
3. eligibility documentation, including homelessness, disability, income, duplication of benefits, and other required documentation;
4. Housing Stability Plans and reassessments;
5. housing search, landlord recruitment, landlord coordination, and unit identification;
6. rent reasonableness, inspections, lead-based paint review, debarment checks, lease/HAP documentation, and related housing approval steps;
7. financial assistance documentation and payment-request support;
8. housing retention, landlord mediation, tenancy supports, and problem-solving;
9. income-focused planning, including connection to employment, workforce development, benefits, education, childcare, transportation, and other resources that support long-term housing stability;
10. HMIS and NCDHHS-CoC System of Record data entry; and
11. monitoring, reporting, fiscal controls, confidentiality, conflict-of-interest, and recordkeeping compliance.

Applicants must demonstrate how they will integrate these responsibilities within the proposed geography and staffing structure. Applicants must also describe how they will support income stabilization or income growth through employment, benefits, mainstream resources, and community partnerships, recognizing that income progress may vary based on household circumstances, disability status, household composition, labor-market conditions, and participant choice.

Selected Housing Providers must demonstrate the ability to build and maintain partnerships that support housing placement, housing retention, and long-term stability. These partnerships may include, but are not limited to, workforce development boards and NCWorks Career Centers, employers, childcare providers, transportation resources, behavioral health and healthcare providers, public benefits agencies, education and training providers, domestic violence and victim service providers, legal services, local governments, landlords, property managers, and other community-based organizations.

Coordination with law enforcement or public safety partners, where appropriate, must be limited to lawful, participant-centered purposes such as addressing safety concerns, supporting unsheltered engagement strategies, coordinating around encampment-related concerns, or preventing avoidable criminalization of homelessness. Such coordination must protect participant confidentiality, safety, rights, and choice, and must not be used as a barrier to program access.

### **C. Fiscal and Compliance Documentation**

Applicants must submit:

1. Most recent audited financial statements or financial review;
2. Most recent Single Audit, if applicable;
3. Management letter, if applicable;
4. Current fiscal policies and procedures;
5. Conflict-of-interest policy;
6. Procurement policy;
7. Anti-fraud, waste, and abuse policy or procedure;
8. Documentation of financial management system capacity;
9. Sample cost allocation or chart of accounts structure;
10. Description of reimbursement and source documentation process; and
11. Description of financial assistance internal controls.



12. Description of the applicant's financial capacity to operate on a reimbursement basis, including the ability to sustain program operations for at least ninety (90) days without reimbursement.
13. Certification that the applicant is not applying through a fiscal sponsor, fiscal agent, or similar arrangement and that the applicant will be the legal entity responsible for contract execution, fiscal management, program administration, documentation, reporting, monitoring, and compliance if awarded.

#### **D. Project Budget and Budget Narrative**

Applicants must submit a proposed project budget and budget narrative using the template provided by NCDHHS. The budget must identify the total amount requested and include line items, as applicable, for salaries/wages, fringe benefits, travel, supplies, equipment, rent, staff development, professional services, contractual services, indirect costs or administrative expenses, and other proposed costs.

Each budget line item must include a narrative explaining how the cost is necessary, reasonable, allowable, allocable, and connected to the proposed NCDHHS-CoC scope of work. The budget must align with the proposed geography, staffing model, service delivery plan, and project type.

Applicants must identify any proposed subcontractors, consultants, or contractual services and describe how those costs support the program model. Applicants must also identify any anticipated match source, if known, consistent with the Match Capacity Attestation section.

NCDHHS may negotiate final budgets, cost categories, staffing, geography, deliverables, and award amounts before contract execution.

#### **E. Program Policies**

Applicants must submit or attest to having policies addressing:

1. Nondiscrimination and equal access;
2. Fair housing;
3. VAWA and participant safety;
4. Confidentiality and privacy;
5. Grievance procedures;
6. Participant rights;
7. Termination procedures;
8. Landlord/vendor conflict-of-interest review;
9. Data quality;
10. Record retention; and
11. Staff training, onboarding, and supervision.

#### **F. Risk Disclosure**

Applicants must disclose:

1. Unresolved audit findings;
2. Unresolved monitoring findings;
3. Questioned or disallowed costs;
4. Repayment obligations;
5. Current or recent federal or state investigations;
6. Debarment or suspension issues;
7. Significant staff vacancies;
8. Late federal reports or APRs within the last three years;
9. Significant complaints or negative media related to program operations; and



- 10. Any condition that may affect the applicant's ability to implement the program by October 1, 2026.

**G. Match Capacity Attestation**

Applicants must indicate whether they can provide, document, and maintain the required 25% match for NCDHHS-CoC funds awarded under this RFA. Match may be cash or in-kind and must be from eligible, allowable, non-CoC sources consistent with HUD CoC requirements, 24 CFR Part 578, 2 CFR Part 200, the HUD grant agreement, the executed subrecipient agreement, and current NCDHHS-CoC guidance. Applicants are not required to submit final match documentation with the application. However, applicants should provide a brief match capacity statement identifying whether match is expected to be cash, in-kind, third-party, internal agency resources, or a combination of sources. Final match documentation, including any required third-party commitments or MOUs, will be addressed during contracting and ongoing grant administration.

Applicants must answer:

- Can your organization provide or identify eligible match for the funds awarded under this RFA?
  - Yes
  - No
  - Partially
  - Need clarification before confirming
- What is the anticipated match source?
  - Cash
  - In-kind services
  - Donated goods, equipment, or space
  - Third-party contribution
  - Combination
  - To be determined during contracting
- Briefly describe the anticipated match source and any known documentation or approval needs.

**Examples of potential match sources may include:** eligible non-CoC-funded staff time, donated professional services, eligible housing stabilization services, employment assistance or job training, childcare connected to housing stability, transportation connected to eligible supportive services, donated goods or equipment, donated service space, or other eligible cash or in-kind contributions approved by NCDHHS.

All match must be allowable, properly valued, supported by documentation, not counted toward another federal match requirement unless permitted, and approved by NCDHHS before it is counted toward the provider's match obligation.

**H. Counties Organization intends to serve: Place an "X"**

Region 1		Region 2		Region 3		Region 4	
Cherokee		Henderson		Alexander		Davie	
Clay		Polk		Burke		Iredell	
Graham		Rutherford		Caldwell		Stokes	
Haywood		Transylvania		Catawba		Surry	
Jackson				McDowell		Yadkin	
Macon							
Madison							



Swain							
<b>Region 5</b>		<b>Region 6</b>		<b>Region 7</b>		<b>Region 8</b>	
Cabarrus		Alamance		Anson		Bladen	
Davidson		Caswell		Harnett		Columbus	
Rowan		Chatham		Hoke		Robeson	
Stanly		Person		Johnston		Scotland	
Union		Rockingham		Lee			
				Montgomery			
				Moore			
				Randolph			
				Richmond			
<b>Region 9</b>		<b>Region 10</b>		<b>Region 11</b>		<b>Region 12</b>	
Edgecombe		Duplin		Camden		Beaufort	
Franklin		Greene		Chowan		Bertie	
Granville		Lenoir		Currituck		Martin	
Halifax		Sampson		Dare		Pitt	
Nash		Wayne		Gates		Washington	
Northampton		Wilson		Hertford			
Vance				Hyde			
Warren				Pasquotank			
				Perquimans			
				Tyrrell			
<b>Region 13</b>		<b>Rural County Designation</b>					
Carteret							
Craven							
Jones							
Onslow							
Pamlico							

## 11. Evaluation Criteria

Applications will be reviewed using the following scoring framework:

<b>Category</b>	<b>Points</b>
Organizational eligibility and readiness	10
Experience with homelessness, RRH, PSH, SSO, and high-need households	15
Integrated housing provider capacity	20
Financial management and internal controls	20
Data quality, HMIS, reporting, and documentation capacity	10
Monitoring, audit readiness, and compliance history	10
Coordinated Entry, community partnerships, and landlord engagement	10
Implementation timeline and staffing plan	5
<b>Total</b>	<b>100</b>

NCDHHS may prioritize applicants that demonstrate strong capacity in higher-risk areas, including financial assistance administration, rental assistance documentation, program compliance, data quality, federal grant management, and housing placement performance.

## 12. Threshold Review

Before scoring, NCDHHS may screen applications for threshold eligibility. Applications may be rejected or held for further review if the applicant:

1. Is not an eligible CoC subrecipient;



2. Is a for-profit entity;
3. Is debarred, suspended, or otherwise excluded from federal funding;
4. Lacks active SAM registration or valid UEI;
5. Fails to disclose unresolved audit, monitoring, or repayment issues;
6. Lacks minimum fiscal controls;
7. Cannot demonstrate capacity to comply with HMIS or comparable database requirements;
8. Cannot begin implementation by October 1, 2026; or
9. Fails to submit required application materials.
10. Applies through a fiscal sponsor, fiscal agent, or similar arrangement rather than as the legal entity that would directly contract with NCDHHS and assume fiscal, programmatic, and compliance responsibility for the award.

### **13. Award and Contracting**

Selection under this RFA does not guarantee a specific funding amount, geography, project type, cost category, caseload, or contract term. Final awards will be determined by NCDHHS based on available funding, HUD grant requirements, geography, provider capacity, risk assessment, project need, budget availability, and successful completion of contracting requirements.

Selected providers will be required to execute a subrecipient agreement and comply with all NCDHHS-CoC policies, HUD CoC requirements, reporting requirements, monitoring requirements, fiscal requirements, and corrective action processes. No performance under this Grant shall begin until your receipt of a fully executed contract.

NCDHHS may impose special conditions, enhanced monitoring, technical assistance, reimbursement restrictions, additional documentation requirements, or corrective action requirements based on risk, capacity, monitoring history, audit findings, or implementation concerns.

The anticipated period of performance for awards issued under this RFA is **October 1, 2026 through September 30, 2027**, subject to HUD grant requirements, available funding, executed grant agreements, executed subrecipient agreements, provider performance, compliance status, and any applicable state contracting requirements. NCDHHS may amend, renew, extend, reduce, or terminate awards consistent with funding availability, performance, compliance, and applicable federal and state requirements.

### **14. Documentation Prior to Contracting**

Selected applicants may be required to submit additional documentation before contract execution, including but not limited to:

1. proof of nonprofit, governmental, Tribal, or other eligible entity status;
2. documentation of UEI and active SAM registration;
3. registration as a vendor/service provider in the applicable State procurement or payment system;
4. conflict-of-interest policy;
5. procurement policy;
6. certification of no overdue taxes, if required;
7. board resolution, governing body authorization, or other documentation identifying the person authorized to sign contracts and invoices;
8. state and/or federal certifications and assurances;
9. federally negotiated indirect cost rate agreement, de minimis indirect cost election, or statement that no indirect costs are requested;
10. final project budget and budget narrative;
11. final match plan or third-party match documentation, if applicable; and
12. any other documentation required by NCDHHS, HUD, or Contracting before execution.



## 15. Cost Reimbursement and Payment

Awards under this RFA are expected to operate on a cost-reimbursement basis unless NCDHHS approves a different payment structure in writing. Providers must submit reimbursement requests, expenditure reports, source documentation, and any required service, participant, payment, or match documentation according to the executed subrecipient agreement and current NCDHHS-CoC guidance.

### Supportive Services Reimbursement Methodology

Housing Stabilization Services under NCDHHS-CoC may be reimbursed using either an all-inclusive per-member-per-month payment methodology or a time-and-effort reimbursement methodology, depending on the funding source, project design, approved budget, and executed subrecipient agreement. These reimbursement methodologies apply only to approved supportive service costs and do not expand or modify the underlying eligible cost categories established by HUD, 24 CFR Part 578, 2 CFR Part 200, the approved budget, the NCDHHS-CoC Program Manual, or any current written NCDHHS-CoC guidance.

For projects using the per-member-per-month methodology, reimbursement is based on a fixed monthly rate for each eligible enrolled household that meets NCDHHS-CoC documentation requirements for the month. The current per-member-per-month rate is \$433.62, subject to review and adjustment by NCDHHS. To support reimbursement, providers must document at least two separate qualifying supportive service activities for the household during the month. Activities must be distinct, allowable, connected to the household's Housing Stability Plan, and entered into the NCDHHS-CoC System of Record within required program timeframes.

Minimum documentation thresholds for reimbursement do not create participant eligibility conditions, tenancy conditions, or mandatory service participation requirements beyond those otherwise required by applicable program rules. All costs must remain allowable, reasonable, necessary, properly documented, and consistent with the applicable grant requirements, approved budget, executed subrecipient agreement, and current written NCDHHS-CoC guidance.

Costs must be incurred during the approved period of performance, consistent with the approved budget, allowable under the applicable funding source, reasonable, necessary, allocable, and supported by documentation. NCDHHS may withhold, reduce, disallow, or recoup payment for costs that are unsupported, unallowable, inadequately documented, outside the approved scope, or inconsistent with applicable requirements.

Providers must submit reimbursement requests and expenditure reports by the deadline established in the executed subrecipient agreement. NCDHHS may require additional documentation before approving reimbursement.

## 16. Program Income

Program income is not anticipated under this RFA. If program income is generated, the provider must report it to NCDHHS and use, account for, and document program income in accordance with 2 CFR Part 200, HUD requirements, the executed subrecipient agreement, the NCDHHS-CoC Program Manual, or any current written NCDHHS-CoC guidance.

## 17. Anticipated Procurement Timeline

Activity	Anticipated Date
RFA release	June 29, 2026
Applicant conference / information session	July 2, 2026



<b>Activity</b>	<b>Anticipated Date</b>
Written questions due	<b>July 8, 2026</b>
Responses to questions posted	<b>July 9, 2026</b>
Applications due	<b>July 17, 2026</b>
Review and scoring	<b>July 20, 2026</b>
Award notices issued	<b>July 31, 2026</b>
Contracting and onboarding	<b>September 17,24, 2026 Office Hours</b>
Program start date	<b>October 1, 2026</b>

## **18. Submission Instructions**

Applications must be submitted electronically to [backathome@dhhs.nc.gov](mailto:backathome@dhhs.nc.gov) with the subject line **ATTN: RFA Submission**.

Applications must be received by **5:00 pm EST on July 17, 2026**. Applications received after the deadline may be deemed late and may not be reviewed.

Applicants must submit one complete electronic application, including all required attachments. Applications should be submitted in PDF format unless NCDHHS provides a different written instruction. The application email subject line should read:

**ATTN: RFA Submission — NCDHHS-CoC Housing Provider Services — [Applicant Name]**

All written questions must be submitted by **5:00PM on July 8, 2026** to [backathome@dhhs.nc.gov](mailto:backathome@dhhs.nc.gov) with the subject line **ATTN: RFA Questions**. NCDHHS anticipates issuing responses on **July 9, 2026**. To ensure fairness, applicants should rely only on written responses issued by NCDHHS.

Applicants should submit only the information requested. NCDHHS may request clarification, additional documentation, or revised materials during review, contracting, or onboarding.

## **19. Reservation of Rights**

NCDHHS reserves the right to:

1. Reject any or all applications;
2. Waive minor informalities or technical defects;
3. Request clarification or additional documentation;
4. Negotiate scope, budget, geography, staffing, or deliverables;
5. Make partial awards;
6. Issue no award;
7. Impose special conditions;
8. Require technical assistance or corrective action;
9. Reduce, withhold, recoup, or disallow costs that are unsupported, unallowable, inadequately documented, or inconsistent with the approved scope; and
10. Modify the RFA, timeline, or award structure as necessary to comply with HUD, federal, state, CoC, or NCDHHS requirements.

## **20. Required Assurances**

By submitting an application, the applicant assures that it will:

1. Comply with 24 CFR Part 578, 2 CFR Part 200, HUD NOFO requirements, the HUD grant agreement, NC Balance of State CoC Written Standards, and NCDHHS-CoC Program Manual, and any current written NCDHHS-CoC guidance.;
2. Serve only eligible households and document eligibility;
3. Participate in Coordinated Entry as required;



4. Maintain accurate HMIS and System of Record data;
5. Maintain complete and audit-ready records;
6. Comply with fair housing, civil rights, VAWA, confidentiality, conflict-of-interest, procurement, and anti-fraud requirements;
7. Maintain fiscal controls sufficient to prevent unsupported, duplicate, or unallowable costs;
8. Cooperate with monitoring, audits, technical assistance, and corrective action;
9. Protect participant choice, confidentiality, safety, and rights; and
10. Implement the NCDHHS-CoC Program in accordance with the executed subrecipient agreement and current written NCDHHS-CoC guidance.





Attachment A: Application Reviewer Scorecard

## NCDHHS-CoC Housing Provider RFP

**Applicant Reviewer Scorecard**

**Date:** \_\_\_\_\_

**Applicant Name:** \_\_\_\_\_

**Reviewer Name:** \_\_\_\_\_

**Requested Project Type(s):**  SSO  RRH  PSH  Other: \_\_\_\_\_

**Conflict of Interest Disclosure:**  No conflict  Potential conflict disclosed

**Identify which counties Provider intends to Service:**

Region 1		Region 2		Region 3		Region 4	
Cherokee		Henderson		Alexander		Davie	
Clay		Polk		Burke		Iredell	
Graham		Rutherford		Caldwell		Stokes	
Haywood		Transylvania		Catawba		Surry	
Jackson				McDowell		Yadkin	
Macon							
Madison							
Swain							
Region 5		Region 6		Region 7		Region 8	
Cabarrus		Alamance		Anson		Bladen	
Davidson		Caswell		Harnett		Columbus	
Rowan		Chatham		Hoke		Robeson	
Stanly		Person		Johnston		Scotland	
Union		Rockingham		Lee			
				Montgomery			
				Moore			
				Randolph			
				Richmond			
Region 9		Region 10		Region 11		Region 12	
Edgecombe		Duplin		Camden		Beaufort	
Franklin		Greene		Chowan		Bertie	
Granville		Lenoir		Currituck		Martin	
Halifax		Sampson		Dare		Pitt	
Nash		Wayne		Gates		Washington	
Northampton		Wilson		Hertford			
Vance				Hyde			
Warren				Pasquotank			
				Perquimans			
				Tyrrell			
Region 13		Rural County Designation					
Carteret							
Craven							
Jones							
Onslow							
Pamlico							



## Reviewer Instructions and Review Lens

Reviewers must score applications based only on the materials submitted by the applicant, any formally requested clarifications, and any prior performance, monitoring, fiscal, or compliance information that NCDHHS has expressly allowed as part of the procurement review.

This RFP is intended to identify providers capable of operating the integrated NCDHHS-CoC Housing Provider model beginning October 1, 2026. Reviewers should evaluate whether the applicant demonstrates the practical ability to deliver housing stabilization services, housing identification, landlord coordination, financial assistance documentation, data entry, compliance, and housing retention within the proposed geography.

In addition to assessing basic program and compliance capacity, reviewers should consider whether the applicant demonstrates a realistic approach to helping households increase or stabilize income over time. This includes employment, workforce development, public benefits, disability benefits, childcare, transportation, education or training, employer engagement, and other mainstream resources that support long-term housing stability.

Reviewers should look for evidence that partnerships are operational and meaningful, not merely listed. Strong applications should explain how the provider will make warm referrals, follow up on referrals, reduce barriers, coordinate with partners, and incorporate income-focused planning into Housing Stability Plans, reassessments, HAP renewals, housing retention work, and exit or move-on planning.

For PSH, reviewers should assess whether income-focused planning is individualized, voluntary, disability-informed, and consistent with the principles of permanent supportive housing. For RRH, reviewers should assess whether income progression, benefits connection, employment support, childcare access, transportation, and expense stabilization are incorporated into reassessment and positive-exit planning.

Coordination with law enforcement or public safety partners should be reviewed carefully. Such coordination should be appropriate, limited, participant-centered, and connected to safety, outreach, encampment response, or housing stability. It should not create barriers to access, compromise confidentiality, or result in avoidable criminalization of homelessness.



## Part 1: Threshold Review — Pass / Fail

Applications should not proceed to scoring unless the applicant meets all applicable threshold requirements or NCDHHS determines that clarification is appropriate.

Threshold Item	Pass	Fail	Reviewer Notes
Applicant is an eligible CoC subrecipient type: nonprofit, unit of local government, PHA, Tribe/TDHE, or other eligible entity.	<input type="checkbox"/>	<input type="checkbox"/>	
Applicant is not a for-profit entity.	<input type="checkbox"/>	<input type="checkbox"/>	
Applicant is applying as the legal entity that would directly contract with NCDHHS and is not applying through a fiscal sponsor, fiscal agent, or similar pass-through arrangement	<input type="checkbox"/>	<input type="checkbox"/>	
Applicant provided UEI and active SAM registration, or documentation that the registration is pending/active, as required by procurement.	<input type="checkbox"/>	<input type="checkbox"/>	
Applicant submitted required organizational, programmatic, fiscal, and compliance materials.	<input type="checkbox"/>	<input type="checkbox"/>	
Applicant completed the required risk disclosure and identified any known unresolved monitoring or audit findings, questioned or disallowed costs, repayment obligations, investigations, or debarment or suspension matters.	<input type="checkbox"/>	<input type="checkbox"/>	
Applicant demonstrates basic ability to participate in HMIS or, if applicable, a comparable database.	<input type="checkbox"/>	<input type="checkbox"/>	
Applicant demonstrates basic ability to begin implementation by October 1, 2026.	<input type="checkbox"/>	<input type="checkbox"/>	
Applicant agrees to comply with 24 CFR Part 578, 2 CFR Part 200, HUD grant terms, NC BoS CoC Written Standards, and NCDHHS-CoC policy.	<input type="checkbox"/>	<input type="checkbox"/>	

Reviewers should evaluate this threshold item based on the applicant’s submitted disclosure and supporting documentation. NCDHHS may independently verify debarment or suspension status, review prior NCDHHS monitoring and contracting records, request clarification or supporting documentation, and confirm material disclosures before award or contract execution.

Match capacity should be reviewed as part of contracting readiness and financial management capacity. Lack of a final match plan at application does not automatically disqualify an applicant unless NCDHHS determines the applicant has no credible ability to meet required match obligations. NCDHHS may require clarification, a final match plan, third-party commitment documentation, or special conditions before contract execution.

### Threshold Recommendation:

- Advance to scoring
- Do not advance
- Advance with clarification required

### Clarification Needed, if any:

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## Part 2: Competitive Scoring Summary — 100 Points

(to be completed at end of review)

Category	Maximum Points	Reviewer Score
1. Organizational Eligibility and Readiness	10	___
2. Experience with Homelessness, RRH, PSH, SSO, and High-Need Households	15	___
3. Integrated Housing Provider Capacity	20	___
4. Financial Management and Internal Controls	20	___
5. Data Quality, HMIS, Reporting, and Documentation Capacity	10	___
6. Monitoring, Audit Readiness, and Compliance History	10	___
7. Coordinated Entry, Community Partnerships, and Landlord Engagement	10	___
8. Implementation Timeline and Staffing Plan	5	___
<b>Total Score</b>	<b>100</b>	___

### Recommended Funding Status:

- Highly recommended
- Recommended
- Recommended with conditions
- Not recommended

### Suggested Conditions, if any:

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# Part 3: Detailed Scoring Rubric

## 1. Organizational Eligibility and Readiness — 10 Points

Score Range	Scoring Standard
9–10	Applicant clearly meets eligibility requirements, is applying as the legal entity responsible for direct contract execution and compliance, submitted complete organizational materials, demonstrates readiness to contract, has an appropriate governance structure, and appears able to begin by October 1, 2026, with minimal onboarding risk.
6–8	Applicant meets eligibility requirements and is generally ready, but minor documentation, governance, registration, or readiness items require clarification.
3–5	Applicant appears potentially eligible but readiness is limited, documentation is incomplete, or the agency would require substantial pre-award clarification or technical assistance.
0–2	Applicant does not demonstrate basic readiness or has material eligibility, governance, registration, or implementation concerns.

Reviewer Score: \_\_\_ / 10  
Evidence / Notes:

## 2. Experience with Homelessness, RRH, PSH, SSO, and High-Need Households — 15 Points

Score Range	Scoring Standard
13–15	Applicant demonstrates documented, directly applicable experience serving people experiencing homelessness, including unsheltered households, households with severe service needs, households with disabilities, and/or households requiring RRH, PSH, SSO, street outreach, housing navigation, or comparable housing stabilization interventions. Experience is clearly aligned with the proposed NCDHHS-CoC project type(s), geography, and target population..
9–12	Applicant demonstrates documented experience with homelessness, housing stabilization, or closely related services; however, experience with one or more required project types, high-need populations, HUD-funded homeless assistance programs, or permanent housing interventions is limited, indirect, or not fully described.
5–8	Applicant demonstrates related experience in human services, housing, behavioral health, benefits navigation, outreach, or community-based services, but provides limited evidence of direct experience with homelessness response, HUD homeless assistance, RRH, PSH, SSO, housing navigation, or permanent housing stabilization.
0–4	Applicant provides little or no evidence of experience serving the target population or implementing comparable housing-focused services. Experience described is not clearly connected to homelessness response, permanent housing placement, housing stabilization, or high-need household support.

Reviewer Score: \_\_\_ / 15  
Evidence / Notes:



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### 3. Integrated Housing Provider Capacity — 20 Points

The NCDHHS-CoC model requires Housing Providers to perform an integrated housing function, including housing stabilization, housing identification, landlord coordination, financial assistance administration support, documentation, housing retention, reassessment, and income-focused housing stability planning within assigned geographies.

Score Range	Scoring Standard
18–20	Applicant demonstrates strong capacity to perform the full integrated role: outreach/engagement, housing-focused case management, Housing Stability Plans, housing search, landlord recruitment, inspections coordination, rent reasonableness, HAP documentation, income/rent support, retention, reassessments, and problem-solving. Applicant also demonstrates a clear strategy for incorporating income stabilization and income growth into ongoing case management, reassessments, HAP renewals, and exit or move-on planning. The strategy includes employment, benefits, workforce development, childcare, transportation, education/training, and other resources that support long-term housing stability.
13–17	Applicant demonstrates capacity for most integrated functions, but one or more areas require clarification, staffing expansion, formalized procedures, or onboarding support. Applicant addresses income stabilization or employment/benefits connection, but the approach is general, referral-based, or not fully integrated into reassessment, housing retention, or exit planning.
7–12	Applicant can perform some core functions but lacks demonstrated capacity for several integrated responsibilities, especially housing identification, landlord coordination, financial assistance documentation, retention services, reassessment, or income-focused housing stability planning.
0–6	Applicant does not demonstrate sufficient capacity to operate as an integrated Housing Provider or does not show how housing stabilization services will support long-term housing retention and income stability.

**Reviewer Score:** \_\_\_ / 20

**Evidence / Notes:**

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### 4. Financial Management and Internal Controls — 20 Points

The integrated model does not eliminate the need for fiscal control, documentation, allowability review, rent reasonableness, inspection documentation, eligibility verification, payment controls, and NCDHHS oversight. The manual requires written procedures identifying who may request, review, approve, issue, reconcile, and document financial assistance payments.

<b>Score Range</b>	<b>Scoring Standard</b>
18–20	Applicant demonstrates strong federal grant financial management, including cost tracking, segregation of duties, supervisory review, payment documentation, reconciliation, duplicate billing prevention, vendor/landlord verification, conflict-of-interest controls, and audit-ready source documentation. Applicant also demonstrates general capacity to document required match if awarded.
13–17	Applicant has generally adequate fiscal systems and controls, but some procedures need strengthening or clarification. Applicant’s match response is plausible but may require clarification during contracting.
7–12	Applicant has basic fiscal capacity but limited federal grant experience, unclear cost allocation, weak payment controls, or insufficient documentation procedures. Applicant’s match response is incomplete or would require significant follow-up before contract execution.
0–6	Applicant lacks adequate financial management systems or does not demonstrate ability to manage federal funds and required fiscal documentation.

**Reviewer Score:** \_\_\_ / 20  
**Evidence / Notes:**

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## 5. Data Quality, HMIS, Reporting, and Documentation Capacity — 10 Points

HUD’s NOFO requires CoC-funded recipients and subrecipients to participate in HMIS, unless they are victim service providers or legal service providers using a comparable database, and project applicants must demonstrate eligibility, capacity, and quality threshold compliance.

<b>Score Range</b>	<b>Scoring Standard</b>
9–10	Applicant demonstrates strong HMIS/System of Record capacity, data quality procedures, timely reporting practices, staff training, documentation controls, and ability to use data for performance management.
6–8	Applicant demonstrates adequate data capacity, but procedures, quality assurance, or reporting practices require clarification or strengthening.
3–5	Applicant has limited HMIS or comparable database experience, unclear data-quality controls, or history of incomplete or untimely reporting.
0–2	Applicant does not demonstrate capacity to meet data entry, reporting, documentation, or HMIS/comparable database requirements.

**Reviewer Score:** \_\_\_ / 10  
**Evidence / Notes:**

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## 6. Monitoring, Audit Readiness, and Compliance History — 10 Points

HUD's CPD risk analysis framework evaluates risk exposure, likelihood of noncompliance, unacceptable performance, reporting, staff capacity, monitoring/audit history, financial management, and services/satisfaction concerns.

Score Range	Scoring Standard
9–10	Applicant has strong monitoring and audit history; no material unresolved findings; clear corrective action procedures; complete compliance policies; strong record retention; and demonstrated ability to respond to oversight requests.
6–8	Applicant has generally acceptable monitoring/audit history, with minor findings resolved or manageable compliance concerns.
3–5	Applicant has unresolved findings, late corrective actions, incomplete compliance policies, weak recordkeeping, or limited federal monitoring experience.
0–2	Applicant has serious unresolved audit/monitoring findings, questioned costs, repayment concerns, investigation issues, or significant compliance history concerns.

**Reviewer Score:** \_\_\_ / 10

**Evidence / Notes:**

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## 7. Coordinated Entry, Community Partnerships, and Landlord Engagement — 10 Points

Score Range	Scoring Standard
9–10	Applicant demonstrates strong participation in Coordinated Entry or comparable referral systems, meaningful community partnerships, landlord/property provider relationships, healthcare/mainstream benefit linkages, and clear strategies to support rapid placement and retention. Applicant identifies specific partnerships or planned partnerships with workforce development entities, NCWorks or comparable employment resources, employers, childcare providers, transportation resources, education/training providers, public benefits agencies, healthcare and behavioral health providers, legal services, local governments, landlord/property provider networks, and law enforcement or public safety partners where appropriate. Applicant explains how these partnerships will be used in practice through warm referrals, coordination, follow-up, barrier resolution, and housing stability planning.
6–8	Applicant demonstrates adequate partnerships and referral relationships, but landlord engagement, Coordinated Entry participation, healthcare linkages, income-focused partnerships, childcare/employment supports, or mainstream resource coordination need strengthening or are not fully operationalized.
3–5	Applicant has limited or informal partnerships and provides insufficient detail on Coordinated Entry participation, landlord engagement, workforce/employer connections, childcare access, public benefits coordination, or other cross-system supports needed to sustain housing.
0–2	Applicant does not demonstrate meaningful Coordinated Entry participation, referral coordination, landlord engagement, community partnership capacity, or cross-system coordination to support housing stability and income progression.

**Reviewer Score:** \_\_\_ / 10

**Evidence / Notes:**

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## 8. Implementation Timeline and Staffing Plan — 5 Points

Score Range	Scoring Standard
5	Clear, realistic implementation timeline; identified leadership; adequate staffing plan; supervision structure; hiring/training plan; and ability to begin services by October 1, 2026.
3–4	Generally feasible implementation plan, but some staffing, hiring, supervision, onboarding, or timeline details need clarification.
1–2	Implementation timeline is weak, staffing is uncertain, or the applicant may not be ready by the program start date without significant support.
0	Applicant does not provide a credible implementation or staffing plan.

Reviewer Score: \_\_\_ / 5

Evidence / Notes:

## Part 4: Risk Flags for Reviewer Consideration

Reviewers should not automatically reject an applicant for a risk flag unless the RFP identifies it as disqualifying. However, reviewers should document the concern and consider whether conditions, technical assistance, enhanced monitoring, reduced scope, or non-selection are appropriate.

Risk Flag	Yes	No	Notes
Unresolved audit finding, monitoring finding, questioned cost, or repayment issue.	<input type="checkbox"/>	<input type="checkbox"/>	
Significant staff vacancies or unknown staffing capacity.	<input type="checkbox"/>	<input type="checkbox"/>	
Limited or no experience administering federal funds.	<input type="checkbox"/>	<input type="checkbox"/>	
Weak financial assistance controls or unclear segregation of duties.	<input type="checkbox"/>	<input type="checkbox"/>	
Incomplete cost allocation, reimbursement, or source documentation procedures.	<input type="checkbox"/>	<input type="checkbox"/>	
History of late, incomplete, or inaccurate reporting.	<input type="checkbox"/>	<input type="checkbox"/>	
Limited HMIS/System-of-Record capacity.	<input type="checkbox"/>	<input type="checkbox"/>	
Limited landlord/property provider network.	<input type="checkbox"/>	<input type="checkbox"/>	
Limited Coordinated Entry participation.	<input type="checkbox"/>	<input type="checkbox"/>	
Prior complaints, negative media coverage, or concerns about responsiveness related to service delivery or fiscal management.	<input type="checkbox"/>	<input type="checkbox"/>	
The proposed service geography appears larger than the demonstrated organizational capacity.	<input type="checkbox"/>	<input type="checkbox"/>	
Applicant requires significant pre-award technical assistance to become operational.	<input type="checkbox"/>	<input type="checkbox"/>	
Applicant does not clearly describe how income, employment, benefits, childcare, transportation, or workforce barriers will be addressed during housing stabilization and reassessment.	<input type="checkbox"/>	<input type="checkbox"/>	
Applicant lists partners but does not explain how referrals, follow-up, coordination, or barrier resolution will occur in practice.	<input type="checkbox"/>	<input type="checkbox"/>	



<b>Risk Flag</b>	<b>Yes</b>	<b>No</b>	<b>Notes</b>
Applicant lacks meaningful connections to workforce development, employers, childcare, transportation, public benefits, or other income-stabilizing resources.	<input type="checkbox"/>	<input type="checkbox"/>	
Applicant proposes law enforcement or public safety coordination without addressing confidentiality, participant safety, rights, or appropriate limits on information-sharing.	<input type="checkbox"/>	<input type="checkbox"/>	
Applicant's preliminary match response raises concerns that may require clarification or conditions before contract execution.	<input type="checkbox"/>	<input type="checkbox"/>	
Applicant appears to rely on a fiscal sponsor, fiscal agent, parent organization, affiliated entity, or other third party for fiscal or contractual capacity in a manner that may affect direct subrecipient accountability.	<input type="checkbox"/>	<input type="checkbox"/>	



## Part 5: Recommended Scoring Guidance for Procurement File

To support defensibility, reviewers should apply the following rules:

1. Score only what is submitted in the application, attachments, and any formally requested clarifications.
2. Do not award points for reputation, prior relationship, or assumptions not supported by documentation.
3. Use the same scoring standard for all applicants.
4. Document the reason for any score below 70% of available points in a category.
5. Document the reason for any perfect score.
6. Do not consider information outside the procurement record unless the RFP expressly allows NCDHHS to review monitoring history, audit history, fiscal records, or prior performance.
7. Identify whether concerns can be addressed through conditions or whether they materially affect the capacity to operate the program.
8. Maintain individual reviewer scorecards and any consensus scorecard in the procurement file.

## Part 6: Final Reviewer Recommendation

In the final justification, reviewers should briefly explain whether the applicant demonstrated sufficient capacity as an integrated housing provider, fiscal and compliance readiness, meaningful community partnerships, and a practical strategy to support income stability or growth over time. Reviewers should identify any concerns that warrant conditions, enhanced monitoring, reduced scope, or non-selection.

**Total Score:** \_\_\_\_ / 100

### Reviewer Recommendation:

- Award recommended without conditions
- Award recommended with conditions
- Consider for partial award / reduced geography / limited scope
- Do not recommend the award

### Recommended Conditions, if applicable:

- Enhanced onboarding
- Corrective action before contract execution
- Fiscal controls review before payment authority
- Data quality training
- HMIS/System of Record training
- Monthly file review during start-up period
- Limited initial caseload or geography
- Submit income stabilization and employment/benefits coordination workflow before contract execution
- Submit partnership plan for workforce development, childcare, transportation, public benefits, and employer engagement
- Strengthen referral follow-up and warm handoff procedures
- Submit written protocol for appropriate law enforcement/public safety coordination, including confidentiality and participant safety protections
- Submit final match plan before contract execution, or third-party match commitment documentation
- Other: \_\_\_\_\_



**Narrative Justification:**

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