



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

Division of Social Services

REQUEST FOR APPLICATION No. DSS-2025-05

North Carolina Post-Secondary Education Assistance SFY 2026 - 2027

Application Deadline	June 6, 2025		
Funding Title	North Carolina Post-Secondary Education Assistance		
Funding Agency	North Carolina Department of Health and Human Services/North Carolina Division of Social Services		
Estimated Funding available	Education Training Voucher (ETV): \$855,652 North Carolina (NC) Reach: \$339,544 Total: \$1,195,196		
Catalogue of Federal Domestic Assistance CFDA No.	93.599 Chafee Education Training Vouchers Program (ETV)		
RFA issuing Agency	NCDHHS Division of Social Services		
RFA Posted	May 27, 2025		
Period of Performance	EST July 1, 2025 to June 30, 2026		
E-mail Applications and Questions to	Tori Marshall	Email	Tori.Marshall@dhhs.nc.gov

Direct all inquiries to:

NC Department of Health and Human Services

Division of Social Services

Tori Marshall, NC State LINKS (Chafee) Coordinator

820 South Boylan Avenue
2445 Mail Service Center
Raleigh, NC 27699-2411
(919) 805-5237

The Request for Application (RFA) announces the availability of funding based on the Notice of Funding Opportunity (NOFO), authorizing legislation and/or the budget. The RFA requests all the pertinent information and requirements for an applicant to assess their eligibility, competency, and interest in the funding opportunity.



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Section A -- Funding Opportunity

1. Purpose of Funding Opportunity

To provide funding administration and case management services of North Carolina's Education and Training Voucher (ETV) and NC Reach Programs for current and former foster care young people that are pursuing post-secondary education and/or career and technical training.

2. Background

The Department of Health and Human Services manages the delivery of health- and human-related services for all North Carolinians, especially our most vulnerable people – children, elderly, disabled and low-income families. The Department works closely with health care professionals, community leaders and advocacy groups; local, state and federal entities; and many other stakeholders to make this happen.

Our Mission Statement at NCDHHS is as follows: In collaboration with our partners, DHHS provides essential services to improve the health, safety and well-being of all North Carolinians.

North Carolina has a federally mandated, state supervised, county administered social services system. This means the federal government authorizes national programs and a majority of the funding, and the state provides oversight and support. The 100 local social service agencies deliver the services and benefits. Child Welfare Services is committed to providing family-centered services to children and families to achieve positive well-being through ensuring self-sufficiency, support, safety and permanency.

Young adults who age out of foster care or who are adopted as adolescents are among the highest risk populations for negative outcomes in adulthood. They are disproportionately underemployed or chronically unemployed and dependent on an array of public services over the course of their lifetime. In the United States of America, less than 3% of youth raised in foster care complete a four-year college degree. About 50% of foster care young people graduate from high school or an equivalent program, and about 20% of those who graduate from high school pursue college.

The Education Training Voucher (ETV) Program is a federally funded, state-administered program designed to help youth who were in U.S. foster care. Students may receive up to \$5,000 a year for qualified school related expenses.

NC Reach: NC Reach is for young people who age out of foster care at the age of 18, exit foster care through the KinGAP guardianship program after the age of 14, or who are adopted after the age of 12 as adolescents are among the highest risk populations for negative outcomes in adulthood. The NC Reach program combines funding with intensive, age-relevant

case management. Funds can be used to pay tuition, fees, books and supplies, and room and board for qualifying students who attend one of North Carolina's public universities or community colleges and provides students with needed case management to support their emotional and academic development.

Overall, by providing funding and case management support for ETV and NC Reach programs to current and former North Carolina foster care young people who desire to pursue post-secondary education, it helps to improve their overall well-being within their personal lives and in society.

3. Scope of Work

Applicants applying for this RFA must be willing to provide administration of North Carolina's Education and Training Voucher and NC Reach programs that assists current and former foster youth to pursue postsecondary education and/or career and technical training.

Please see the attached Scope of Work for details.

4. Eligibility

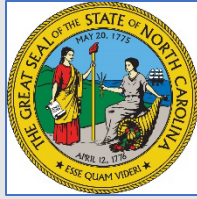
Non-profit and For-profit organizations are eligible to apply.

5. Federal Award Information

- A. Federal Award Identification Number : 2402NCCETV
- B. Federal Award Date: July 03, 2024
- C. Federal Award Title: Chafee Education and Training Vouchers Program (ETV)
- D. Federal Awarding Agency: Administration for Children and Families
- E. Federal Award Project Description: Education Training Voucher
- F. Total Amount of the Federal Award: \$1,331,556.00
- G. Expected number of Awards: 1
- H. Assistance Listing (formerly CFDA): 93.599
- I. Cost Sharing or Matching: Not Applicable
- J. Allowable Cost
- K. Indirect Cost
 - Federally Negotiated Indirect Cost Rate (FNICR)
 - De Minimis Indirect Cost Rate 10% of the Modified Total Direct Cost (MTDC)
 - Other

6. Federal Funding Accountability and Transparency Act (FFATA)

As an applicant of federal funds, each selected applicant will be required to provide certain information required by the Federal Funding Accountability and Transparency Act (FFATA), including the organization's Unique Entity Identifier (UEI) number. Please see www.sam.gov for free registration. Additional information about FFATA is available at <https://www.fsrs.gov/>.



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Section B-- Application and Submission Specifications

1. Application Content & Format:

The RFA and instructions can be obtained by going to <http://www.ncdhhs.gov>. Applications must be typed and presented with the same topic headings and in the same order as set forth in Section C of this RFA. All applications must include a cover page. The cover page shall include:

- A. The applicant's name and address
- B. Title of the Project
- C. Name and contact information of the authorized agency official
- D. The website of the agency (if any)

2. Application Deadline:

Applications must be received no later than 5:00 p.m. EST, Friday, June 6, 2025 . Applications received after 5:00 p.m. will be classified as late and will not be considered for funding Email applications directly to NC State LINKS (Chafee) Coordinator at tori.marshall@dhhs.nc.gov with the following information in subject line:

North Carolina Post-Secondary Education Assistance RFA: DSS-2025-05/Agency Name

3. Written Questions

All inquiries regarding the funding opportunity must be submitted via email to Tori.Marshall@dhhs.nc.gov by Friday, May 30, 2025. The subject line of the email should read "RFA Number DSS-2025-05: Questions / (Name of the vendor)" DSS will post responses to questions by 5:00pm, Jun 3, 2025. DSS will post responses to <https://www.ncdhhs.gov/about/grant-opportunities/social-services-grant-opportunities>.

4. Who Can Apply

Public or private nonprofit agencies may submit an application for this RFA.

5. Contractual Services

Contractual services for purchases of goods or services may be allowed in order to achieve the goals of the project. Subawards for subrecipients may also be allowed. The budget narrative should include justification for the contractual services or subawards.

6. Application Selection and Scoring

An evaluation/selection committee will review and score all applications received by 5:00 PM on [June 13, 2025](#). This committee will be comprised of [Tori Marshall](#) and [Shirley Williams](#).

Scoring chart is provided below:

A. Proposal Summary	10 POINTS
B. Organization Background and Qualifications	10 POINTS
C. Need/s Assessment (Problem Statement)	10 POINTS
D. Applicants approach to the problem	20 POINTS
E. Project Narrative	20 POINTS
F. Budget and Narrative	20 POINTS
G. Supporting Documentation	10 POINTS
<u>TOTAL</u>	<u>100 POINTS</u>

7. Required Documentation

Upon approval of the application, the following documents will be required:

- A. Proof of Non-Profit Status
- B. Conflict of Interest Policy
- C. Signed State and /or Federal Certifications
- D. Certification of No Overdue Taxes
- E. [IRS Tax Exemption Verification](#)
- F. [State Grant Certification-No Overdue tax Debts](#)
- G. [FFATA Data Form](#)
- H. [Proof Of Insurance Verification](#)
- I. [Vendor Readiness Assessment Report \(VRAR\)](#) <https://it.nc.gov/documents/vendor-readiness-assessment-report>
- J. [IT Security Certification \(e.g., SOC2 Type 2, ISO 27001, or FedRAMP\)](#)
- K. Documentation of the agency's Unique Entity ID (UEI) number. To register for a UEI number please follow the instructions on the www.SAM.gov website.
- L. Registration with North Carolina electronic Vendor Portal (eVP) <https://evp.nc.gov/>
- M. Upon award, all agencies are required to be registered as a vendor (at no cost) in the NC e-Procurement system. Please visit <https://eprocurement.nc.gov>, click on Vendor Login and scroll down to "Register". For questions/guidance, please contact the e-Procurement Help Desk at 888-211-7440.

8. Division of Social Services reserves the right to:

- A. Modify the application and budget after consulting with the applicant. Items that may be modified include, but are not limited to goals, costs, performance, and reporting requirements.
- B. Allow or disallow budget amendments during the performance period of the project.
- C. Monitor the program based on the Division's Subrecipient Monitoring plan.
- D. Implement any change or requirement mandated by State or Federal government during the life of the project.

9. Applicant Financial Capacity

Applicants must have the financial capacity to operate without reimbursement for at least 90 days of the project period. Applicant funded through this grant must submit all requests for payment and expenditure reports by the 10th of each month following the month of service.

10. Risk Management and Monitoring Plan

N/A

11. Match Requirement

No match requirement.

12. Period of Performance

EST July 1, 2025 to June 30, 2026

13. Costs

Allowable and appropriate costs must be reasonable and necessary to provide the services.

14. Cost Reimbursement

The Contractor must submit the DSS-1571 III (Administrative Costs Report) to NC DSS Contract Administrator by the 10th of each month for services provided in the prior month. The 1571 report must be accompanied by supporting general ledger documentation. The 1571 reports must be submitted even when no services are provided in a given month. The Contractor's failure to submit monthly reports may delay its receipt of its reimbursement.

The Division will have no obligation for payments based on expenditure reports submitted later than sixty (60) days after termination or expiration of the Contract period. All payments are contingent upon fund availability.

15. Program Income

\$1,195,196



Section C -- Programmatic Requirements

- A. Services to be provided in the area: Provided above under Scope of Work
- B. Services to be provided to the target population: Provided above under Scope of Work
- C. Participant Eligibility Requirements:

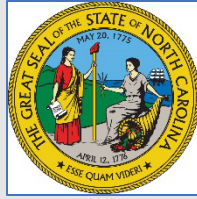
ETV

- You must be a current or former foster student who was:
 - In U.S. foster care on or after your 17th birthday; or
 - Adopted from U.S. foster care with the adoption finalized after your 16th birthday; or
 - Entered into a kinship guardianship placement from foster care on or after your 16th birthday.
- You must be a U.S. citizen or qualified non-citizen.
- You must be at least 18 to apply. You may reapply for ETV funds, if you have a current grant, up to the age of 26.
- **The maximum number of years a student can receive ETV funding five (5) years,** (consecutive or intermittent).
- You must have been accepted into or be enrolled in a degree, certificate or other accredited program at a college, university, technical, vocational school. To remain eligible for ETV funding, you must show progress toward a degree or certificate.

NC Reach

- Legal residents of North Carolina, eligible for in-state tuition rates.
- Adopted from NC Division of Social Services (DSS) foster care after the age of 12, OR, aged out of NC DSS foster care at age 18 (they must have been in care on their 18th birthday).
- Exited from foster care to a permanent home through guardianship with the support of the Kinship Guardianship Assistance Program (KinGAP) at the age of 14 or older.
- Enrolled in one of the 74 NC public community colleges, colleges or universities.
- Under the age of 26 (participants remain eligible until their 26th birthday).

- D. Reporting requirements are required quarterly.



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Section D – Application Contents and Instructions

Provide guidance to the applicant about the required content of the application. List the items required for the applicant to submit.

Proposal Summary:

The summary encompasses all the key points necessary to communicate the objectives of the project. It is the cornerstone of the proposal, and the initial impression of the plan. In many cases, the summary is the first part of the proposal package seen by agency and can play an important role in the acceptance or the denial of the application.

Organization Background and Qualifications. (Describe the organization and its qualifications for funding) (points)

- A. Mission and goal of the Organization
- B. A brief overview of the history of the organization
- C. A brief overview of the organization's experience with providing the service (organization's past achievements and accomplishments and evidence of its impact)
- D. Brief overview of organization's experience of working with DHHS or other funding agencies including:
 - The length of the organization receiving Federal or State funding;
 - The services that the organization provided;
 - Successes and some challenges.
- E. Qualifications/background on organization's Board of Directors and Key Staff:
 - Brief bio of all board members and the key staff;
 - Any criminal convictions of any of the board members and key staff;
 - Any regulatory sanctions levied against any of the board members and key staff;
 - Any regulatory investigations pending against any of the board members and key staff; *Note: The Department may reject a proposal solely on the basis of this information.*
 - Any of the Contractor's directors, partners, proprietors, officers, or employees or any of the proposed project staff that are related to any DHHS employees; *Note: If such relationships exist, identify the related individuals, describe their relationships, and identify their respective employers and positions.*
 - Assurance that the applicant is not debarred or on the suspension of funding list;
 - Other major funding sources.

Need/s Assessment (Problem Statement) (page limit)

- A. Problem (explain why the service is necessary)
- B. Describe what your organization is doing to address this problem
- C. Primary State/Counties Served

- D. Ethnicity, age, and gender of population served
- E. Target population or who do you plan on serving
- F. Statistical facts and figures (national, state, local)
- G. Program Website

Applicant's approach to the problem:

Provides an understanding and description of aligning the goals of the funding and the application. This section should also include the methods of achieving the set goals. Goals, objectives, and outcomes of the project shall be SMART (Specific, Measurable, Achievable, Realistic and Time-bound).

- A. Goals: A goal is something your organization is planning to achieve through this project. A goal should be realistic and measurable.
- B. Objectives: Objectives describe how the goal is going to be achieved. The objectives must be specific, measurable, and achievable in a specified time.
- C. Outcomes: Outcomes reflect what is the expected result at the end of the performance period.

Example of goal, objectives, and an outcome

Purpose of Funding	Goal	Objectives	Outcome
Improve literacy skills for children and students from 1-12 grade in North Carolina.	By June 30, 20##, the after-school program will help 200 economically unprivileged children to read at grade level.	<p>By August 31, 20##, test all children's reading level.</p> <p>By September 30, 20##, identify children who are reading lower than grade level.</p> <p>During October 01, 20## - May 31, 20##, provide individual reading session for 30 minutes every day, provide age appropriate books to the children, and assist in comprehension.</p> <p>By June 30, 20## retest and identify children's reading levels.</p>	By June 30, 20##, 50% economically challenged children in Dare County will be reading at grade level.

Project Narrative

Explains the relevance of the project. It details the tasks and/or services that the applicant will provide. Applicant should include information like the implementation plan, schedule, and the desired outcomes.

Budget and Narrative

The RFA/ line-item budget shall constitute the total cost to provide the services. The line items should be necessary, allowable, and reasonable. For example, if setting a salary for a position,

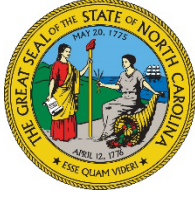
check the fair market value for the salary of the similar position in the similar area. The budget should indicate a clear relationship with the project.

Every line item should have a narrative. A budget narrative is the justification of how and why a line item is required to meet the goal of the project.

Supporting Documentation

The applicant has an opportunity to provide more information to help the Division understand the services they are proposing to provide. Some examples of supporting documentation are:

- An organizational chart identifying the personnel who will be assigned to work on this project.
- A description of how the applicant will staff the project, including the name, resume and qualifications of each of the proposed team members.
- Sustainability (Steps taken to ensure future successes or continuing the project beyond the awarded period, e.g., future financial support, staff requirements, continued community contribution).
- Resolution of Challenges: an analysis of the project's risk and limitations, including how these factors will be addressed or minimized (regulatory, environmental, or other constraints).
- Line-Item Budget and Budget Narrative. Every item that appears in the budget should be explained clearly, so the evaluator/ reviewer will understand it. Administrative expenses may not be duplicated as direct and indirect costs.
- Accomplishments of the agency.



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ATTACHMENT A

LINE-ITEM BUDGET AND BUDGET NARRATIVE (SAMPLE)

YEAR 1

To be funded:

CATEGORY	ITEM	NARRATIVE	AMOUNT
SALARY/WAGE			
FRINGE BENEFITS			
OTHER			
SUPPLIES MATERIALS			
EQUIPMENT			
TRAVEL			
RENT			
UTILITIES			
ADVERTISING			
DUES AND SUBSCRIPTIONS			
STAFF DEVELOPMENT			
PROFESSIONAL SERVICES			
CONTRACTUAL SERVICES			
INDIRECT COST/ADMINISTRATIVE EXPENSE			
CONTRACT VALUE			

Contractor match, if applicable:

CATEGORY	ITEM	NARRATIVE	AMOUNT
CONTRACTOR MATCH	STAFF SALARIES AND FRINGE	IN KIND	
MATCH			

SUBTOTAL CONTRACT VALUE YR 1: _____

(Add match, if applicable and contract value)