

**10A NCAC 41A .0603 APPLICATION FOR FUNDS**

(a) Grants for special projects shall be awarded through a request for proposal (RFP) process that includes notification of all local health departments of the eligibility criteria, requirements for funding, and duration of the project period. This information shall also be available to other groups or organizations who may wish to apply. Requests for proposals may be obtained from the Division of Public Health, 1915 Mail Service Center, Raleigh, North Carolina 27699-1915.

(b) The grant proposal shall include the following:

- (1) a project plan which includes an assessment of the need for the special project, measurable project objectives, and strategies for meeting the project objectives;
- (2) a proposed budget; and
- (3) an evaluation plan.

(c) In making the determination of which applications to approve for funding, each proposal will be judged on its own merits in competition with all the other proposals submitted to the Section. Proposals shall be judged according to the following criteria:

- (1) the proposal demonstrates that a substantial need exists;
- (2) the proposed project makes a significant contribution in meeting the established need; and
- (3) the proposed project can be successfully completed within a reasonable period of time.

(d) The Division of Epidemiology shall review all grant proposals submitted on or before the deadline for submission of proposals. The Division of Public Health shall approve or deny a grant proposal within 60 days after the deadline for receipt of the grant proposal.

(e) A contract shall be signed with each applicant that is approved for funding. The number and type of services to be provided under the contract shall be negotiated with each contractor, approved by the Division of Public Health, and included as an addendum to the contract. Contracts may be renewed upon expiration of the contract period when the contractor's proposal meets the criteria in (c)(1) of this Rule, the contractor has demonstrated adequate performance, and funds are available.

*History Note: Authority G.S. 130A-5(3);  
Eff. June 1, 1988;  
Amended Eff. September 1, 1990.*