**REQUEST FOR APPLICATIONS**

**North Carolina Department of Health and Human Services**

**Division on Aging and Adult Services**

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| RFA Posted | Friday, April 9, 2021 |
| Questions Due | Monday, April 19, 2021 by 2:00 pm |
| Applications Due | Friday, May 7, 2021 by 2:00 pm |
| Anticipated Notice of Award | Monday, May 17, 2021 |
| Fiscal Year | July 1, 2021 through June 30, 2022 |
| Purpose | NC Project CARE (Caregivers Alternatives to Running on Empty)Host Agency – Family Consultant Model Refer to the RFA Scope Work for further detail.  |
| Issuing Agency | NC DHHS DAAS |
| E-mail Applications and Questions to | Dawn Oakey Gartman | Email | dawn.gartman@dhhs.nc.gov |

**To Be Completed by Applicant:**

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| --- | --- |
| Contractor Name:  | EIN Number: |
| Contractor’s Street Address:  | E-Mail Address:  |
| City, State & Street Address Zip: | Telephone Number: |
| Name & Title of Authorized Representative: | DUNS Number: |
| Signature of Authorized Representative: | Date: |

**Unsigned or Incomplete Applications Shall Be Returned Without Being Reviewed**

**NC Project CARE: Host Agency Application**

The purpose of this RFA is to select six regional host agencies each employing one FTE Family Consultant for caregivers and care partners experiencing issues with Alzheimer’s disease or related dementias (ADRD).

Governmental and human services entities with experience serving the target population are encouraged to apply.

1. Please select one of the current Project CARE offices listed below as the service delivery area you are applying for. The assigned counties may be subject to change depending upon the applicants awarded a contract agreement.
	* **Central Office:** Alamance, Caswell, Chatham. Davidson, Durham, Franklin, Granville, Guilford, Johnston, Lee, Montgomery, Moore, Orange, Person, Randolph, Rockingham, Vance, Wake, and Warren
	* **Foothills Office:** Alexander, Alleghany, Ashe, Avery, Burke, Caldwell, Catawba, Davie, Mitchell, Forsyth, Stokes, Surry, Watauga, Wilkes, Yancey, and Yadkin
	* **Northeastern Office:** Beaufort, Bertie, Camden, Carteret, Chowan, Craven, Currituck, Dare, Duplin, Edgecombe, Gates, Greene, Halifax, Hertford, Hyde, Jones, Lenoir, Martin, Nash, Northampton, Onslow, Pamlico, Pasquotank, Perquimans, Pitt, Tyrrell, Wayne, Washington, and Wilson
	* **South Central Office:** Anson, Cabarrus, Gaston, Iredell, Lincoln, Mecklenburg, Rowan, Stanly, and Union
	* **Southeastern Office:** Bladen, Brunswick, Columbus, Cumberland, Harnett, Hoke, New Hanover, Pender, Richmond, Robeson, Sampson, and Scotland
	* **Western Office**: Buncombe, Cherokee, Clay, Cleveland, Graham, Haywood, Henderson, Jackson, Macon, Madison, McDowell, Polk, Rutherford, Swain and Transylvania
2. Describe your organization’s experience providing direct services to caregivers of persons with Alzheimer’s disease or related dementias:
3. Describe your organization’s previous engagement with the Project CARE and/or a Project CARE Family Consultant that currently serves your county/region:
4. Describe your experience as an organization working within the counties identified in the regional office selected in question 1:
5. Does your organization have a policy requiring employees to reside within a specific county, region, or territory? ❒ Yes ❒ No If yes, please explain:
6. Does your organization allow employees the option of working remotely whether as a normal schedule or periodically? ❒ Yes ❒ No If yes, please explain:
7. Identify any potential barriers to providing Project CARE beyond your organization’s current defined service area:
8. Describe the major tasks or activities with a timeline your organization will implement to hire and onboard a Project CARE Family Consultant if awarded a host agency grant effective July 1, 2021:

1. Please provide the name, title, contact information, and bio of person(s) that would be involved with Project CARE if identified thus far.