 **NC DHHS Notice of Funding Availability**

Reporting Form

**DHHS Division/Office issuing this notice:** Division of Employment and Inclusion for People with Disabilities

**Date of this notice:** August 23, 2024

**Program Name:** WorkSource East Residential Services (RACRP #1057)

**Purpose – Description of function of the program and reason why it was created:**

The objective of this Request for Applications is to identify a qualified Contractor to provide comprehensive, residential boarding services for the exclusive use of clients participating in the WorkSource East program located in Goldsboro, North Carolina.

**Anticipated contract period:** The contract shall be for a period beginning November 1, 2024, and ending October 31, 2025, with the option to extend, if mutually agreed upon, through a written amendment for an additional 12 months up to two additional years.

**Description - Brief statement of nature and scope of the program:**

The Contractor shall provide a residential facility, large enough to safely and comfortably accommodate 40 Vocational Rehabilitation clients with varying disabilities. The residential facility will include dining, bathing and sleeping accommodations (beds, dressers, adequate closet space, linens, bedspreads and towels), as well as television/entertainment room/lounge (couch, lounge chairs, computer access, television, etc.) and outdoor recreational furnishings.

The Contractor shall provide supervision and personal care assistance for the clients, as needed. The Contractor shall encourage the clients to participate in meaningful personal, family and community activities to the maximum extent of their abilities. Through an individualized written plan, the Contractor shall assist the client to develop skills to aid in independent living and transition to their home community. Examples of areas that could be addressed include personal hygiene, interpersonal skills, and housekeeping and money management skills. Progress reviews of the client’s plan shall be provided to the Program at least every six weeks.

The Contractor shall be reimbursed at a per bed occupancy rate established through a cost allocation budget process developed with the Division’s Fiscal Services Office. The cost per bed will be based on the total allowable budget divided by the maximum bed capacity. Monthly invoices will be paid at full capacity rate, unless occupancy falls below 80%. If occupancy falls below 80%, payment will be based on actual occupied beds. If occupancy below 80% is due to vacancies mutually agreed upon by the Contractor and the Division, the Division will reimburse at the full capacity rate.

The Program will monitor utilization rate through analysis of monthly utilization reports submitted by the Contractor.

**Funding Availability:**

The payment of the sums specified in this contract is dependent and contingent upon and subject to the appropriation, allocation, and availability of funds for this purpose to the Division.

**Eligibility:**

Applications are invited from public, non-profit or for-profit organizations possessing a Federal Tax ID Number and a DUNS Number.

Applicants must possess a minimum of two years of experience providing residential services to persons with disabilities.

Applicants must be nationally accredited by an established suitable accrediting organization for community housing services.

Applicants currently in an overdue tax status or on the North Carolina Suspension of Funding List for Nonprofit Agencies are not eligible for funding.

**How to Apply:**

Direct all inquiries concerning this RACRP to:

Division of Employment and Inclusion for People with Disabilities

ATT: **RACRP Goldsboro #1057**

WorkSource East (The Program)

902 Corporate Drive

Goldsboro, NC 27534

Email: dvr.vrRFAgoldsboro@dhhs.nc.gov

**Deadline for Submission of questions regarding the RACRP:** August 30, 2024.

Completed applications will be received until 5:00 p.m., September 10, 2024.

**How to Obtain Further Information:**

[2024 RACRP 1057 WorkSource East Residential Services](https://www.ncdhhs.gov/2024-racrp-1057-worksource-east-residential-services/open)