



Request for Proposals (RFP)

Facility Improvement Grants for Organizations that Provide Services to Victims of Domestic Violence and Sexual Assault

Release Date: Friday, May 13, 2022

State Administrative Agency:

North Carolina Human Trafficking Commission
901 Corporate Center Drive
Raleigh, NC 27607
htc.nc.gov

Overview

In 2021, the North Carolina General Assembly allocated funding to the NC Human Trafficking Commission in Senate Bill 105, also known as The Appropriations Act. Section 16.22(a) of the Appropriations Act states for the 2022-2023 fiscal year, the sum of four million eight hundred thousand dollars (\$4,800,000) in nonrecurring funds shall be used to establish a grant program to provide funds to qualifying domestic violence and sexual assault agencies for the purpose of making one-time facility upgrades or undertaking construction projects.

Eligibility to Apply:

Only organizations that qualify for existing domestic violence or sexual assault grant programs pursuant to [G.S. 50B-9](#) and [G.S. 143B-394.21](#), respectively, are eligible.

Add sentence about NCCWYI application process, timeline, and/or contact info?

Grant Project Period of Performance: 7/1/2022 -06/30/2023

Grant Application Deadline: Friday, June 10th, 2022 by 5:00pm. Late applications will not be accepted.

Award Maximum: The maximum award provided per grant application will be \$45,000. Eligible agencies may only apply for one grant award at this time.

Additional grant funds shall be made available during a second round of applications based on availability of funds.

Length of Awards

Twelve (12) months

FUNDING SPECIFICATIONS

- A. Proposals must be for facility Improvements that enhance the overall use of the facility. Improvements are not binding to actual construction, but could be expenses such as paint, replacing carpets, furniture, washer/dryers, and/or structural improvements like security cameras. If the one-time facility upgrade were technology, the asset should be affixed to the facility, such that it improves the use of that space. Laptops, iPads, or desktop computers would not qualify.
- B. Add a sentence about NCCWYL timeline for agency approvals here?
- C. Funding cycle – commencement of awards will begin at the time of contract execution and will end on June 30, 2022. Funds are paid in a one-time check totaling the full award amount. The administering agency will check agency names to ensure they are not listed on the [suspension of funding list](#) before issuing payment.
- D. The Commission reserves the right to request budget adjustments at its discretion.

REPORTING REQUIREMENTS

1. The Commission shall submit a written report on the administration of the grants authorized to the Senate and House Appropriations Committees on Justice and Public Safety, Joint Legislative Oversight Committee on Justice and Public Safety, and the Fiscal Research Division within 60 days after the grants have been made. The report shall contain all of the following:
 - The names of the grant recipients, the number of grants awarded, the average amount of each grant awarded, and the range of the amounts of the grants.
 - A description of the facility upgrades and construction projects that were funded by the grants.
2. Agencies awarded grants through this RFP will be subject to monitoring and compliance, as required by the state. Agencies are expected to submit a final report regarding project completion by the contract end

date. Information on monitoring and compliance can be found in the grants MOU / Contract.

MATCH

There is no required match for this funding award.

TRANSPARENCY AND ACCOUNTABILITY

A strong emphasis is being placed on accountability and transparency. Agencies must be prepared to track, report on, and document specific outcomes, benefits, and expenditures attributed to the use of grant funds. Due to the limitations on the allocation, all funding unspent by June 30, 2022 must be reverted NC AOC.

PROJECT SCORING AND REVIEW

Applications that meet the basic minimum requirements listed in this RFP will go before the Commission's Appropriations Committee for approval. Should eligible applications submitted on time exceed the funding provided, the committee will.....

APPLICATION REQUIREMENTS / CHECKLIST

Application: (Provided)

- Cover Sheet
- Scope of Work and Budget

Attachments:

- Agency Conflict of Interest Policy (sample provided).
- Signed Agency Letterhead with statement of No Overdue Tax Debt Certification (sample provided)
- State of North Carolina W-9 Form (provided)
- Signed Grant Conditions Agreement (provided)

Additional:

- Non-Employee Direct Deposit Form (provided) should be sent directly to the Office of the State Controller at OSC.Support.Services@osc.nc.gov
- Copies of any professional quotes or contracts for facility improvements specified in this project.

Notification of Application & Review Process

All application submissions will be reviewed by NC Human Trafficking Commission staff for completeness. Agencies with missing or corrective action needed will be contacted by email, using the contacts provided on the cover sheet, and will be given five business days from the date of the email to correct or resubmit material.

Notifications of awards will be sent out in July 2022 after cross checking eligibility with the NC Council for Women and Youth Involvement. Completed application packets should be emailed to **we will generate a specific email** by 5:00pm on Friday, June 10th, 2022.

History

The North Carolina Human Trafficking Commission is the legislatively mandated leader of anti-human trafficking efforts in North Carolina per S.L. 2013-368. The Commission is charged with receiving funding to examine and combat human trafficking; funding and facilitating research; creating measurement, assessment, and accountability measures; informing and educating law enforcement personnel, social services providers, and the general public; suggesting new policies, procedures, and legislation; developing regional response teams; and identifying gaps in law enforcement or service provision and recommending solutions to those gaps. The Commission is housed in the NC Administrative Office of the Courts.

Further information about this appropriation and sample forms can be found on the Commission's [website](#) under section [16.22](#). If you have questions, please contact:

Christine Long, Executive Director, by email at Christine.S.Long@nccourts.org or Nancy Hagan, Project Analyst, at Nancy.E.Hagan@nccourts.org.