

**South Carolina Department of Health and Environmental Control
HOPWA
FY 2017 Grant Year**

REQUEST FOR GRANT APPLICATIONS (RFGA)

CFDA Number: 14.241

Posting Date: August 29, 2016

ATTENTION! IMPORTANT DETAIL!

**Your application must be submitted in a sealed package. (Original + 3 copies marked as "Copy")
RFGA Number and Deadline/Closing Date (see below) must appear on package exterior.**

Deadline/Closing Date for Applications:	October 24 , 2016 - By 2:30 PM EST
RFGA Number: FY2017-RFGA- HV-704	

Submit your sealed package to either of the following addresses:	
MAILING ADDRESS: SC DHEC – Public Health Contracts Bureau of Business Management 2600 Bull Street Columbia, SC 29201	PHYSICAL ADDRESS: SC DHEC – Public Health Contracts Bureau of Business Management Columbia Mills Building – 4th Floor 301 Gervais Street Columbia, SC 29201 See additional Physical Address Information below

Number of Copies to be submitted: One (1) original and three (3) copies marked as "Copy"

DHEC offers this Request for Grant Applications (RFGA) for the funds administered by DHEC for the State of South Carolina from the U.S. Department of Housing and Urban Development (HUD) "Housing Opportunities for Persons with AIDS" (HOPWA) Program under a grant Disbursement Program. Acceptable applications that will be considered as part of this grant program are those that support the activities, goals and objectives as required by HUD for the HOPWA program. The use of these funds is subject to all federal and state requirements as outlined in the scope of work and funds may not be used for any other purpose. DHEC reserves the right to determine whether or not a proposal falls within the scope of services and is eligible under the stated guidelines. Applications are only accepted during the Request for Applications period and will be evaluated by DHEC evaluators based on award criteria stated in the solicitation.

It is the intent of the State of South Carolina, South Carolina Department of Health and Environmental Control (DHEC) to accept grant applications for agencies to become a "Project Sponsor" providing emergency housing assistance, defined as short-term rent, mortgage and utility payments, permanent housing placement and supportive services for persons with HIV disease who are homeless or who are at risk of becoming homeless. This RFGA is for one (1) service area of the state: (1) Chesterfield, Darlington, Dillon, Florence, Marlboro, and Marion counties. The Project Sponsor shall use the Federal HOPWA funds administered by DHEC, to provide services to eligible persons in the same or substantially similar manner as detailed in DHEC's Action Plan submitted to HUD through the South Carolina Department of Commerce.

The anticipated amount of the award for the service area (based on current year grant funding) is as follows:

- 1) Chesterfield, Darlington, Dillon, Florence, Marlboro, and Marion counties: \$145,000

Eligibility: Organizations with a minimum of three years of established history of providing HOPWA eligible services to HOPWA eligible persons with HIV/AIDS as outlined in the Scope of Services. The project sponsors selected must be located in the service area in which they are requesting funding and make services available to HIV+ residents in all of the counties in the multi-county area.

Eligible organizations must also submit a Certificate of Existence, also known as a Certificate of Good Standing, from the Secretary of State. This certificate states that an entity is in good standing with the Secretary's Office, and has, to the best of the Secretary of State's knowledge, filed all required tax returns with the Department of Revenue. The Certificate can be requested via: <https://web.sc.gov/SOSDocumentRetrieval/Welcome.aspx>

How to Apply: See the Request for Grant Applications (RFGA) Section V for additional details regarding information to be included with your submission. A cover letter should be included and signed by an authorized agent or other official agency personnel. Eligible applicants must submit the required documents to either the Mailing Address or Physical Address listed above.

Deadline: The deadline for all applications is October 24, 2016 by 2:30 P.M. EST

Questions & Answers: Questions will be accepted until 5:00 P.M. EST, September 26, 2016. All questions must be submitted in writing to Leigh Oden at odenl@dhec.sc.gov. Responses will be posted by October 3, 2016 by 5:00 PM EST.

Available Funding Date: Contingent upon available funds, grant anticipated to be awarded by HUD no later than April 15, 2016.

Final selection will be made and notification released on or before December 1, 2016. Final Grant Agreements will be executed to be effective when signed by the grantee and DHEC. April 1, 2016 is the anticipated start work date.

A draft copy of the Grant Agreement is included in the RFGA.

Budget Form for HIV/AIDS Proposals: Every application under the DHEC Reimbursement Program must be accompanied by a budget proposal which includes the budget narrative, the budget form and a statement in the cover letter that the project can be carried out for the budget requested. A budget template is included in Attachment 4 of the RFGA. Applications received without a budget proposal will be rejected and not reviewed by the review panel.

For more information about this Request for Grant Application process, please visit our website at www.dhec.sc.gov.

Additional Physical Address Information:

Visitors arriving at 301 Gervais Street will notice that this is also the location of the State Museum. Do not enter using the main museum entrance. To enter SC DHEC, visitors are to proceed from the front of the building to the left side (canal side), following the signs to “Visitor Parking Garage.” Parking is available in the lower and upper deck of the two-level parking garage.

Adjacent to the first floor of the parking garage is a glass door with a SC DHEC logo. This entrance is locked at all times. Press the intercom button to request entrance into the building. The door will be opened by the Agency receptionist. When you enter the building you will be required to sign in. You will be escorted to the 4th floor receptionist for your application to be date/time stamped. If you have any issues with building access, please call DHEC’s procurement receptionist at (803) 898-3501.

It will take several minutes to obtain building access and have your application date/time stamped. Please allow at least thirty (30) minutes for this process of obtaining building access and getting your application stamped in. The deadline for applications is identified on this Cover Page. Please plan accordingly as deadline times will not be adjusted.