



(800) 764-4545 * (570) 726-8456 * fax (570) 726-8466
7930 Nittany Valley Drive, Suite B * Mill Hall, PA 17751 * gorham7930@ncdac.com

January 5, 2022

Dear Applicant,

The North Central District Allied Connections (NCDAC) is seeking proposals from interested and qualified agencies to provide care, support and housing services for those infected with and affected by HIV in the 12-county region of North Central Pennsylvania. Agencies that have the ability and capacity to provide services to persons living with HIV within Bradford, Centre, Clinton, Columbia, Lycoming, Montour, Northumberland, Potter, Snyder, Sullivan, Tioga, and Union counties are encouraged to apply.

Each year, NCDAC receives funding from the Pennsylvania Department of Health. The funding comes from three grant programs: State 656 funds, Ryan White Related Rebates and The Housing Opportunities for Person with AIDS (HOPWA) Program. State 656 funds will not be a part of this proposal process.

The Subgrant(s) awarded will be funded on a fee for service basis and will be for a 12-month (1-year) period from July 1, 2022 through June 30, 2023 with an option of renewal. The number of awards will be based on the quality of the individual proposals received as determined by the Independent Procurement Panel.

The RFP packet for the fiscal year 2022/2023 is available on the NCDAC website at <https://ncdac.com> In this packet you will find the following:

1. A Request for Proposal (RFP) Document
2. Budget Narrative/Justification Template
3. Budget Worksheet-Appendix C
4. Pennsylvania program Services Standards for Ryan white Part B Eligible Services
5. A Glossary of Terms
6. Standard Grant Agreement
7. Information Resources

A workshop will be held on Wednesday, February 16, 2022 from 10:00 AM to approximately 12:00 PM. An orientation session will be held from 9:00 AM to 10:00 AM for all new applicants (those who are not currently funded by NCDAC). The session will be held virtually with the NCDAC Staff. The snow date for the workshop is February 18, 2022. It is strongly suggested that agencies have the appropriate personnel present who will be responsible for developing the budget portions and program portions of the RFP. It is our intent to keep group size manageable, so please limit the number of staff people to the one or two who fit the above criteria. Please call Samantha Eisenhart, Program Coordinator, at 570-726-8456 or email eisenhart7930@ncdac.com to let her know how many people will be attending from your organization, if you have not already done so.

Prior to the workshop:

- Become familiar with the entire RFP packet
- Develop a list of questions

Bring with you:

- A draft 2022/2023 budget for your agency
- Unit Cost Worksheet
- Copies of the RFP for all attendees to take notes

We look forward to seeing you on February 16 (or 18), 2022. If after reviewing the application you decide not to apply for funds, please let us know prior to February 16, 2022.

Sincerely,

A handwritten signature in black ink, appearing to read "Natasha Gorham". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Natasha Gorham
Executive Director