



HSD Funding Opportunity Selection Process

HSD's funding opportunities may be competitive or non-competitive (outlined in section I of the Guidelines). All interested parties must submit a completed application packet (as outlined in the funding opportunity) by the deadline to be considered for funding. All completed applications, turned in on or before the deadline, that meet the minimum eligibility requirements will be reviewed and individually scored by members of the rating committee.

Applications not meeting requirements of minimum eligibility or application completeness upon initial eligibility screen (if applied) will be deemed ineligible and will be eliminated from further consideration. HSD reserves the right to seek clarification and accept or waive any nonmaterial irregularities or informalities in determining whether an application is eligible.

Eligible and complete applications will be rated based on the criteria for providing the required services outlined in the Guidelines and Application materials. HSD reserves the right to contact the primary contact person listed on the agency's completed Application Cover Sheet to clarify application contents. HSD also reserves the right to schedule and conduct interviews and/or site visits with some or all applicants prior to forwarding funding recommendations to the HSD Director. Following the rating process, including interviews if any, the rating committee will forward its funding recommendations to the HSD Director for final decision regarding the award(s). Notification of investment awards will be sent to the Executive Director of the applicant agency (or similar level agency management staff indicated on the application cover sheet).

To ensure a fair and equitable process, beyond any scheduled information sessions or help sessions offered by HSD, no individual technical assistance will be provided until the appeals process has closed. Applicants may not rely on oral communication from HSD staff at any information session, interview, site visit or otherwise, and must review all written materials and addendums related to this funding opportunity.

HSD reserves the right to make an award(s) without further discussion of the proposal submitted. Therefore, the application should be submitted on the most favorable terms. If the application is selected for funding, applicants should be prepared to accept the proposed terms for incorporation into a contract resulting from this funding opportunity.

HSD also reserves all rights not expressly stated in the funding opportunity, including making no awards or awarding partial funding and negotiating with any proposer regarding the funding amount and other terms of any contract resulting from this funding opportunity.