

HSD Funding Opportunity Selection Process

HSD funding opportunities may be competitive or non-competitive, as described in the Guidelines. To be considered for funding, all applicants must submit a complete application by the stated deadline.

Applications received on time and meeting minimum eligibility requirements will be reviewed and scored by a rating committee. Applications that are incomplete or do not meet minimum eligibility requirements may be disqualified and will not move forward.

HSD may:

- Request clarification about application content
- Accept or waive minor issues that do not affect the overall application
- Contact the primary applicant listed on the cover sheet
- Conduct interviews and/or site visits with some or all applicants

Applications will be evaluated based on the criteria outlined in the Guidelines and Application materials. After the review process, the rating committee will make funding recommendations to the HSD Director, who makes the final funding decisions. Award notifications will be sent to the Agency's Executive Director (or listed contact on the cover sheet).

To ensure a fair process:

- HSD will not provide individual technical assistance outside of scheduled information or help sessions until the appeals process is complete
- Applicants must rely only on written materials and official addenda, not verbal guidance

HSD may make funding decisions without further discussion. Applicants should submit their strongest proposal and be prepared to accept the proposed terms if selected.

HSD also reserves the right to:

- Make no awards or partial awards
- Negotiate funding amounts and contract terms
- Exercise any rights not specifically outlined in the funding materials

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