

**North Carolina Certified Peer Support Specialist program
Request For Applications
Questions and Answers (Information session on Friday, 11-21-2025)**

Questions	Responses
<p>1. Do you have an estimated time from January to June that staff will need to dedicate to developing the curriculum? I ask that it accurately reflect the budget. Please expand on what is meant by capacity.</p>	<p>The estimated timeline for a project depends on several factors, including the number of staff assigned, the proposed budget, and the overall scope and complexity of the work. Since each agency's capacity and resources differ, the Program cannot offer a standard recommendation for project duration. Agencies are encouraged to evaluate their internal capacity when developing their project timeline. Capacity can indicate several items, including but not limited to staff, time allotment, and the number of CPSS on staff to advise and execute the project.</p>
<p>2. Will this curriculum include ALL the peer support focuses, including the new forensic peer support? If not, does this mean that the state will not officially recognize Forensic Peer support at this time?</p>	<p>Currently, the State and the Program do not offer a Forensic Peer Support Specialty. Existing CPSS courses have not been certified as state-sanctioned training. To fill this gap, the State is improving CPSS training and resources to give certified peer support specialists the knowledge and skills needed to serve this population effectively. The Justice Involved Course that will arise from this Request for Applications (RFA) is part of an initiative to address this issue.</p>
<p>3. Is this a grant that is connected to Federal funds, where referencing minority communities is not recommended?</p>	<p>This grant is funded by the North Carolina Division of Mental Health, Developmental Disabilities, and Substance Use Services (DMHDDSUS) and may include federal funds. Applicants must evaluate any potential risks, such as privacy or safety issues, related to mentioning specific communities in their proposals.</p>

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<p>4. Will the course be required for all peer supports to keep their certification?</p>	<p>This course is designed to serve as a supplemental resource for Certified Peer Support Specialists. Completion of the course is not required for certification, but participants may apply it toward continuing education credits to maintain or enhance their professional development.</p>
<p>5. Once selected, is this a permanent contract, or do organizations have to reapply yearly?</p>	<p>The State has not yet provided the NCCPSS Program with any information about changes or plans for the upcoming fiscal year; therefore, the Program cannot forecast the funding outlook beyond July 2026.</p>
<p>6. In the RFA for both the justice involved and crisis support, it says that if awarded, we cannot apply for another award in a year. Can we apply for both, or do we need to choose one?</p>	<p>You can apply for both. However, only one award will be granted per agency for each course. Agencies must submit a separate application for each Request for Applications (RFA) in which they are interested, and awards will be limited to one agency per course.</p>
<p>7. Where will the referrals come from? Will the organization have to advertise to find the students?</p>	<p>The course will be advertised on the NCCPSS Program website, and Certified Peer Support Specialists may take it to fulfill continuing education requirements. The course developer is responsible for delivering the training and must provide up to date training information to the Program.</p>
<p>8. Why should we have a train-the-trainer that may enlarge the market beyond absolute need? Has UNC made an implementation determination of how many individuals may be doing this work?</p>	<p>The chosen organization might need to hold a train-the-trainer session to prepare its staff to teach the course. This is an internal process and isn't required for external parties. However, as these courses will become the State standard and must be able to train throughout the State, there may be a need for additional trainers in different regions.</p>

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This has been a problem in our state, according to many out in the field. ***	
9. The curriculum needs to be ready to teach on July 1st.	The plan is to complete the course by July 1 for instruction. The NCCPSS Program focuses on creating a well-developed course; if more time is needed to ensure quality, the timeline may be adjusted. Adjustments to the schedule will be based on the need of the organization and at the discretion of the Program and the State. A continued delay past reasonable accommodations could result in the loss of the RFA.
10. Will the course be owned by the developer/organization/university/DHHS?	The NCCPSS Program, on behalf of the DMHDDSUS, will serve as the owner and custodian of the course and will partner with the organization that developed it to manage its content and delivery.
11. Is the funding for delivering the course as well?	No, at this time, the funding is only for the development.
12. To be clear, it is not mandatory that you have developed a curriculum before?	No, it is not mandatory. However, experience developing a course, working in these specialty areas, and peer support will be part of the evaluation for selection for this contract.
13. Please clarify what you mean by sustainability.	A sustainability plan describes the organization’s approach to maintaining the training in the long term. It outlines strategies for securing ongoing funding, such as training fees, to support course delivery, compensate trainers, and cover all necessary training logistics.

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<p>14. How are the instructors selected? Contractor or salaried? Curricula owner or university?</p>	<p>The instructors will be staff employed by the selected organization, which will offer the course in partnership with the NCCPSS Program. The organization may also implement a train-the-trainer process to equip selected individuals to deliver the training. The organization will manage logistics around staff selection and training.</p>
<p>15. Where will the funds of people taking this course go to?</p>	<p>The selected organization will be responsible for managing the funds. These funds will support all course-related expenses, including trainer compensation and the logistical needs required to operate the course. If funds are leftover beyond course related expenses, it will be requested that additional funds are used as a scholarship for individuals unable to pay for the training. However, the course is meant to be low cost and course fees will be evaluated.</p>
<p>16. Who decided who the content experts will be?</p>	<p>The NCCPSS Program has developed a course guide (included in the Appendix) outlining the required content. In awarding the contract, the Program will consider the organization’s curriculum development experience, expertise in the specialty area, and background in peer support. Organizations must demonstrate their capacity and knowledge in their application.</p>
<p>17. How often will developers be expected to instruct throughout the week?</p>	<p>The number of training events will be based on demand. However, demand is anticipated to support a monthly training schedule. The NCCPSS Program will collaborate with the chosen organization to address any gaps that arise.</p>