

D. Policy for Appeals of ARCH Steering/Ranking Committee Recommendations on NOFA applications

1. An agency may challenge the Committee's recommendation if one of the following criteria is believed to have occurred. The following are eligible appeals that may be submitted to the ARCH Steering & Ranking Committee:

- a. The applications of any applicant agency which is unranked, or
- b. Agency receives decreased funding, or
- c. Agency has proof that their score is not reflective of the application information provided, or critical information was overlooked that would impact the score, or
- d. Agency describes specific bias or unfairness in the process, or evidence of indisputable capricious or lack of fairness, which warrants the appeal.

2. A written notice of intent to appeal must be submitted to both the Director of ARCH and to the Chair of the Steering and Ranking Committee within 5 working days of the posting of the Rankings.

3. Appeals will only be considered in cases where applicants have concerns specific to the review process and scoring of their application. The agency must prove and submit written documentation of alleged egregious and/or biased decisions.

4. All notices of appeal must be based on the information submitted by the application due date.

5. No new or additional information will be considered.

6. An agency that appeals will receive a complete breakdown of scores awarded for each factor in the initial Steering and Ranking Committee meetings.

E. CoC response:

The Steering and Ranking Committee will meet to review the appeal within 5 working days and, by majority vote, submit a written response with a recommendation to the full Board that includes information and documentation that addresses each of the claims.

F. Voting Procedures

The appeal recommendation of the Steering and Ranking Committee will be brought to the ARCH Board of Directors for a majority vote of approval.