***Broome County Opioid Settlement Funds – Requests for Proposals Round 2***

**Proposal description:**

The New York State Attorney General filed an extensive lawsuit against large pharmaceutical manufacturers in March of 2019 which resulted in a settlement being awarded to New York State to address drug misuse, substance use disorders, both fatal and non-fatal overdoses and recreational substance use. The goal of this funding is to be used for, but not limited to, treatment, recovery, harm reduction, prevention, and education efforts. Proposals are encouraged to look at population needs across the life span, prioritize underserved populations, and offer a prominent mental health component. Broome County was among one of the counties severely affected by the opioid epidemic and has received funding for interventions as detailed in the attached **“New York State Schedule C Approved Uses”** document. Organizations can only apply for one award up to $150,000 but can address multiple approved uses and projects within in their proposal.

Awards will be limited to 1 per organization. Agencies approved in the first round of Opioid Settlement Funding with contracts that go from 8/1/2023 – 7/31/2024 will **NOT** be eligible to apply for this funding.

If selected for this round of funding, the 1-year anticipated project period would start on 1/1/2024 and go through 12/31/2024.

**Example Funding Recommendations:**

See New York State Schedule C Approved Uses document for a detailed list of approved uses.

**Required Information:**

Applicants will be required to submit and supply the information detailed below to be considered for this proposal. Eligible applicants include community-based organizations, non-for-profit agencies, municipalities, and privately owned businesses. The work for the award must be completed in Broome County. Below is the information to be included in the application:

1. Name and overview of your organization
2. Past experiences working on substance use -related initiatives
3. Organization point of contact (name, address, phone number, and email)
4. The approved use(s) from the “*New York State Schedule C Approved Uses”* document that are being targeted
5. Description of proposed project
   1. Priority Population of interest
   2. What is the opioid-related need being addressed in the community?
   3. Service or intervention being provided to population of interest
   4. Mental health component
   5. Projected implementation process and timeline
   6. Describe program staff and qualifications of those working on project
   7. Provide a detailed budget and justification that reflects specific line items such as salary, materials, supplies, advertising, etc.
   8. Describe how the program will be evaluated and provide outcome measures
   9. Provide a sustainability plan explaining how the efforts will be sustained after funding has ceased
6. Funding amount request (up to $150,000)
7. Any additional relevant information that wasn’t addressed in questions above

Submissions will be due to the Broome County Health Department email by 11:59pm on Sunday October 1, 2023. **To ensure your submission is received, the Broome County Health Department is requesting all applicants add a read receipt to the email. An email confirmation will be sent within 2 business days of submission. If an applicant does not receive an email confirmation, please call (607)778-2812 and leave a message including: date, time, agency and contact information to reach you.**

NOTE: Awarded agencies will be required to provide insurance specifications as requested by Broome County Risk and Insurance Department

**Evaluation Criteria:**

1. A panel of at least 5 reviewers will score the proposal based on the rubric below
2. Broome County may choose to right re-release or retract the RFP if it is determined that proposals are insufficient.
3. Any questions regarding the proposal process please contact [BCHealth@BroomeCountyNy.Gov](mailto:BCHealth@BroomeCountyNy.Gov)

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| --- | --- | --- | --- | --- |
|  | 3 | 2 | 1 | Total |
| Project Description -25% | Types of services, activities, opportunities,  (including a mental health component) clearly stated | Types of services, activities and opportunities, (including a mental health component) somewhat explained | Little or no description of types of services, activities, and opportunities, (including a mental health component) |  |
| Project Goals Execution -20% | Goals for the project are thoroughly explained | Goals are stated and somewhat explained | Projects goals & purpose are unclear |  |
| Amount of Funding/Budget – 25% | Budget is complete and justifies all required information. There are little to no questions on budget lines or how funds will impact population | Budget is complete but is not cost effective and /or related to actives or outcomes. There are many questions on budget lines and requested spending or how funds will impact priority population. | Budget lacks required information or includes unallowable expenditures. There is no correlation between activities, budget and it is unclear how funds will impact priority population. |  |
| Need or Priority Addressing & Population -10% | Need or priority population clearly identified including how population is addressed | Need or priority population somewhat addressed | Need or priority population not addressed or unclear |  |
| Evaluation -10% | Clearly explains how the project will be evaluated | Project evaluation is somewhat explained | Project evaluation is not addressed or lacks details |  |
| Programmatic sustainability – 10% | Sustainability plan is sufficiently explained and feasible | Sustainability plan is somewhat explained and feasible | Sustainability plan is absent or not addressed clearly and or not feasible |  |
| Overall Score: | | | |  |

**Timeline and Submission:**

1. RFP release date: 08/16/2023
2. RFP deadline: 10/1/2023
3. Anticipated award period – 01/01/2024 – 12/31/2024
4. Questions should be submitted to: [BCHealth@BroomeCountyNy.Gov](mailto:BCHealth@BroomeCountyNy.Gov)
5. Final RFP submission should be emailed to: [BCHealth@BroomeCountyNy.Gov](mailto:BCHealth@BroomeCountyNy.Gov)