



Eric Holcomb, Governor  
State of Indiana

*Division of Mental Health and Addiction*  
402 W. WASHINGTON STREET, ROOM W353  
INDIANAPOLIS, IN 46204-2739

**REQUEST FOR FUNDING ANNOUNCEMENT – RFF-2023-007**  
**FOR**  
*State of Indiana Opioid Settlement Match Grant*

**Introduction:**

This is a Request for Funding announcement (RFF) issued by the Family and Social Services Administration, Division of Mental Health & Addiction in conjunction with the Executive Director for Drug Prevention, Treatment and Enforcement. The date for this project is July 2023 through June 2025.

This RFF is intended to publicize the availability of grant opportunities for services described herein. Neither the issuance of this RFF nor the receipt of any responses thereto, shall create any obligation to the State of Indiana to make any award pursuant hereto. The award of any grant(s) as a result of this RFF shall be at the sole discretion of FSSA. Neither this RFF nor any response (“proposal”) submitted hereto are to be construed as a legal offer.

As part of the National Opioid Settlement, the Division of Mental Health and Addiction is making available a one-time funding opportunity to local units of government to support evidence-based prevention, treatment, recovery, harm reduction, behavioral health workforce, enforcement, jail treatment, recovery residences, and other services and initiatives across the state. [Exhibit E](#) of the National Opioid Settlement document outlines the approved abatement uses. Respondents may request funding for any of the listed services and initiatives, however priority will be given to proposals which most closely align with state priorities.

This grant program aims to promote innovative, collaborative, community-driven, cross-sector responses to substance use disorder issues. This RFF requests responses from local units of government that received funds per the National Opioid Settlement Agreement or any entity that has been granted funds from a qualified local unit of government. Eligible local units of government can be found [here](#). Priority will be given to respondents who collaborate with local service providers, community coalitions, schools, law enforcement agencies, community foundations, hospitals, and recovery organizations to develop and carry out their proposal.

Respondents should be embedded in, and working with, their communities and interested in submitting innovative proposals for programming that builds upon efforts already made, including but not limited to the expansion of and access to treatment for substance use disorder, stronger connections to recovery supports, development and implementation of prevention practices, expansion of harm reduction efforts, and implementation of the Sequential Intercept



Model within the justice system. Respondents do not have to limit their proposals to one project or initiative.

Respondents must provide match funds. Match funds may come from any local source, including local distributions from the National Opioid Settlement, Federal American Rescue Plan (ARP) Funds, local general funds, private contributions, or philanthropy dollars. Use of state-issued grants (i.e., Community Catalyst, Accelerator, Community Coordination, etc.) is not permitted for match funds. Priority will be given to local units of government that pool together funds and regionalize efforts.

**Proposals must be submitted in a written format.** Please see below for Written Proposal formats and submission requirements.

### **Submission Requirements:**

**Written Proposals** - Should be submitted by email no later than **4:30pm EST on February 28, 2023** to **Emily Truelove's** email: **emily.truelove@fssa.in.gov**

- Proposals received *after 4:30pm EST will not be considered.*
- The email subject line must be: **RFF-2023-007**
- Email must include the following:
  - A cover letter indicating the principal contact telephone number and email are required for each proposal. **This must be the first page of the proposal.**
  - Must use Times New Roman 12-point font for all pages of the proposal.
  - All supporting documents for the proposal must be attached to the email as one PDF file.
  - Submit one proposal per respondent. Agencies that are not the lead respondent may be included in multiple proposals.

### **Questions Regarding this RFF:**

Questions regarding this RFF must be submitted via e-mail to Emily Truelove no later than 4:30 p.m. EST on February 8, 2023.

- **Questions received after 4:30p.m. EST** will not be included in the Q&A session, on the Q&A form posted on the website and may not be answered timely if at all.
- Email subject line for questions must be: **Questions for RFF-2023-007**

Questions received by the due date will be answered by February 13, 2023, and posted to the DMHA funding webpage (<https://www.in.gov/fssa/dmha/funding-information/>)

**All questions and inquiries must be directed to ONLY Emily Truelove at [emily.truelove@fssa.in.gov](mailto:emily.truelove@fssa.in.gov). Failure to follow this expectation disqualifies the application from this RFF.**

## Project Description:

As part of the National Opioid Settlement, the Division of Mental Health and Addiction is making available a one-time funding opportunity to local units of government to support evidence-based prevention, treatment, recovery, harm reduction, behavioral health workforce, enforcement, jail treatment, recovery residences, and other services and initiatives across the state. [Exhibit E](#) of the National Opioid Settlement document outlines the approved abatement uses. Respondents may request funding for any of the listed services and initiatives, however priority will be given to proposals which most closely align with state priorities.

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Respondents must provide match funds. Match funds may come from any local source, including local distributions from the National Opioid Settlement, Federal American Rescue Plan (ARP) Funds, local general funds, private contributions, or philanthropy dollars. Use of state-issued grants (i.e., Community Catalyst, Accelerator, Community Coordination, etc.) is not permitted for match funds. Priority will be given to local units of government that pool together funds and regionalize efforts.

## RFF Timeline:

*\*Subject to change\**

January 31, 2023	RFF Released
February 8, 2023	RFF Questions Due
February 13, 2023	RFF Answers Posted to DMHA Funding Website
February 28, 2023	RFF Proposal Submissions Due
May 1, 2023	Notify Respondents of Award Determination

## Project Timeline:

July 1, 2023	Project starts
June 30, 2025	Project ends

## Funding:

This funding is coming from the National Opioid Settlement with distributors McKesson, Cardinal Health, and AmerisourceBergen and manufacturer Janssen Pharmaceuticals, Inc., and its parent company Johnson & Johnson.

The total funding amount available for this RFF is \$25,000,000. State awards may be greater than or less than the respondent's requested amount or match amount. Final proposals will be judged on the totality of responses.

FSSA/Division of Mental Health and Addiction encourages respondents to be as creative as possible in their proposals regarding costs. Cost efficiency will be considered when determining grant(s) awards.

### Authorized Activities:

[Exhibit E](#) of the National Opioid Settlement document outlines the approved abatement uses.

### Evaluation – Total Points Available: 100

Proposals will be reviewed and scored by a committee selected by the Division of Mental Health and Addiction. Proposals will be evaluated based upon the proven ability of the respondent to meet the goals of the project description in a cost-effective manner.

The following checklist is for your reference only as it indicates the maximum points available for each item required in your proposal. Each proposal should be broken down by each of the sections below.

### Organize Proposal Pages as Follows:

Proposal Content/Scoring Criteria	Maximum Points Available	Applicant Checklist
<b>1.) Cover Letter/Introduction: One (1) page maximum: Including items below:</b>	5	
a.) Primary program contact information, (name, email, and phone number)		
b.) Signature from Authorized Local Unit of Government [ <b>Note: Applicants <u>must</u> use attached authorized signature form, Attachment A</b> ].		
c.) Total amount of funds requested:		
d.) Population(s) of focus:		
e.) Proposed catchment area:		
f.) Proposed numbers to be served:		
<b>2.) Organization/Agency Information: Two (2) page maximum</b>	10	

a.) What is the make-up of the organizations participating in your proposal? Do the organizations represent those in your community who are combatting the drug epidemic?		
b.) Describe your mission, goals, and area(s) of focus:		
c.) What makes your collaboration unique in working with individuals from your Population of Focus:		
d.) Describe your ability to provide services to the Population of Focus- (i.e., existing relationships.):		
<b>3.) Diversity and Historically Underserved Populations: One (1) page maximum</b>	10	
a.) Describe how your organization strives to serve disparate populations or those who have not historically been served or engaged.		
b.) Describe the activities you will engage in to increase diversity, equity, and inclusion with the population being served.		
<b>4.) Current/Past Program Experiences: Four (4) page maximum</b>	15	
a.) Provide a thorough explanation of Organization/Agency experience in implementing an initiative of this kind.		
b.) Highlight at least one collaborative approach your community has implemented that you are especially proud of and why. What outcomes were achieved? (Note: Does <u>not</u> have to be SUD-related)		
c.) Are any of the initiatives you've implemented considered evidence-based? If so, which ones?		
d.) Has your community completed a needs assessment? If so, who completed the assessment and when? [Note: Assessment is not required. See Attachment C – Core Competency Assessment for a resource to assist in an assessment.]		
e.) What gaps exist and how will this funding help?		
f.) Identification of methods used to target services to address current gaps.		
g.) Demonstration of collaboration with community entities.		
h.) Qualifications of Key Personnel: Provide the resume of each Key Personnel [Note: Resumes are not counted toward page maximum].		
<b>5.) Program Narrative/Plan for Operation/ Program Implementation: Five (5) page maximum</b>	25	
a.) Design/Description of the project: Please prepare a realistic timeline for implementation.		
b.) Identify which of the approved abatement uses listed in <a href="#">Exhibit E</a> applies to your project.		

c.) Provide detailed explanation of internal staff and/or external collaborations you intend to work with for the completion of this project.		
d.) Indicate goals/outcomes you plan to achieve. How will you measure these?		
e.) Explain potential barriers to success and ways to overcome said barriers		
f.) Describe your contingency plans in the event you are unable to implement the activities as originally planned (i.e., consequences of Covid, closures, etc.)		
<b>6.) Sustainability of the Program: One (1) page maximum</b>	10	
a.) Describe how the service program will be sustained after the completion of the grant assistance		
b.) Extent to which to the applicant intends to continue to operate the service program through cooperative agreements and other formal arrangements.		
<b>7.) Budget Template with Budget Justification:</b>	20	
a.) Develop a budget for the selected project. Include the associated justification and the total amount requested. [Note: See below to access budget template, <i>Attachment B</i> ]		
<b>8.) Letters of Collaboration:</b>	5	
a.) Provide letters of collaboration from partners that are fully committed to this project and the role they will play. [Note: Letters of support must be on partner(s)' organization/agency letterhead]		
<b>9.) Other Documentation:</b>		
	100	

**Sample Budget Template – RFF-2023-007:**

A sample budget template [*Attachment B*] is available and can be used to assist you in completing your proposal.

**Confidential Information:**

Potential respondents are advised that materials contained in proposals are subject to the Indiana Public Records Act, IC 5-14-3 et seq., and after the grant award may be viewed and/or copied by any member of the public, including news agencies and competitors. Potential respondents claiming a statutory exception to the Indiana Public Records Act must place all confidential documents in a sealed envelope clearly marked “Confidential” and must indicate on the outside of their proposal envelope that confidential materials are included and, in their cover letter, specify which statutory exception provision applies. The State reserves the right to make determinations of confidentiality. If the State does not agree that the information designated is confidential under one of the disclosure exceptions to the Public Records Act, it may either

reject the proposal or discuss its interpretation of the allowable exceptions with the respondent. If agreement can be reached, the proposal will be considered. If agreement cannot be reached, the State will remove the proposal from consideration for award and return the proposal to the respondent upon request. The State will not determine price to be confidential information.