

# Putnam County, Indiana

## Opioid Settlement Funds Request for Proposals

### Description

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. Funding must comply with the EXHIBIT E – List of Opioid Remediation Uses. Organizations may apply for awards up to \$10,000. Two funding cycles will occur annually – proposals are due the first Wednesday of February and first Wednesday of August. Funding will be provided through the claim submittal process through the Putnam County Auditor’s office. The Putnam County Board of Commissioners has final approval for any proposal.

### Required Funding Recommendations

See EXHIBIT E – List of Opioid Remediation 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, county agencies, municipalities, and privately owned businesses. The work for the award must be completed in Putnam County. Below is the information to be included in the application:

1. Name and brief overview of your organization
2. Which approved use from the “EXHIBIT E – List of Opioid Remediation Uses” document that applies
3. Organization point of contact (name, address, phone number, and email address)
4. Description of proposed project (500 words max)
  - a. Population of interest
  - b. The mental health/substance use disorder related need being addressed
  - c. Service or intervention being provided to population of interest
  - d. Projected implementation process and timeline
  - e. Describe program staff and qualifications of those working on the project
  - f. A budget and justification that reflects specific line items (salary, materials, supplies, advertising, etc.)
  - g. How the program will be evaluated and provide outcome measures
  - h. A sustainability plan explaining how the efforts will be sustained if/when funding ceases
  - i. Other affiliations or partners you will be working on this project with – additional considerations will be given to those who collaborate

### Evaluation Criteria

1. The committee of 7 will review and score based on the rubric below
2. The committee reserves the right to request additional information if the proposal is found insufficient
3. Proposals may be submitted to: [opioidsettlement@co.putnam.in.us](mailto:opioidsettlement@co.putnam.in.us)
4. The Putnam County Board of Commissioners has final approval for any proposal

### Timeline and Submission – Fall 2023 Cycle

1. Proposals are due the 1<sup>st</sup> Wednesday of August (8/2/2023) to [opioidsettlement@co.putnam.in.us](mailto:opioidsettlement@co.putnam.in.us)
2. Committee will make recommendations to the Board of Commissioners
3. Applicants will be notified of their award status on or after September 19<sup>th</sup>, 2023

## Evaluation Rubric

	<b>3</b>	<b>2</b>	<b>1</b>	<b>Total</b>
<b>Project Description</b>	Types of services, activities, opportunities clearly stated	Types of services, activities, opportunities somewhat explained	Little or no description of types of services, activities, or opportunities	
<b>Project Goals and Execution</b>	Goals for the project are thoroughly explained	Goals are stated and some explanation is given	Project's goals and purpose are unclear and not well explained	
<b>Amount of Funding/Budget</b>	Budget is complete and justifies all required information	Budget is complete, but is not cost effective and/or related to activities or outcomes	Budget lacks required information or includes unallowable expenditures	
<b>Explanation of Use of Exhibit E and Population</b>	Use of Exhibit E is clearly identified including how and what population is addressed	Exhibit E criteria and priority population is somewhat addressed	Exhibit E criteria and/or population not addressed, unclear, or not an approved use	
<b>Evaluation</b>	Clearly explains how the project will be evaluated	Project evaluation is somewhat addressed	Project evaluation is not addressed	
<b>Program sustainability</b>	Sustainability plan is sufficiently explained and realistic	Sustainability plan is somewhat explained	Sustainability plan is absent, not addressed clearly, or unrealistic	
<b>Project Application Score:</b>				

Questions may be submitted to [opioidsettlement@co.putnam.in.us](mailto:opioidsettlement@co.putnam.in.us)

EXHIBIT E – List of Opioid Remediation Uses may be found at: [www.in.gov/localhealth/putnamcounty/opioid-settlement](http://www.in.gov/localhealth/putnamcounty/opioid-settlement)