East Bay Regional Coalition
Community Opioid Overdose Solutions Grants

Request for Proposals

The East Bay Regional Coalition is seeking proposals from providers of service within the communities of the East Bay to support statewide efforts to reduce opioid use and overdose. These communities include East Providence, Barrington, Bristol and Warren. The period of the grant is 6 months, from July 1, 2019 through December 31, 2019 with possible continuation. Based on availability of funds, micro-grants of less than $5000 may be awarded for a 3 month time period, with tentative dates of October 1, 2019 through December 31, 2019. Interested bidders are encouraged to attend the Pre-Bid conference for more information, to be held Monday, May 20th, 2019 at 10 am in the Barrington Town Hall Lower Level Conference Room, located at 283 County Road, Barrington, RI (enter on the cemetery side of the building through door marked BAY Team/Community School/Recreation Department). This RFP and any subsequent addendums can be found online at www.riprevention.org/east-bay/.

Overview of Project:
The Rhode Island Department of Behavioral Healthcare, Developmental Disabilities and Hospitals (BHDDH) has awarded community-focused Opioid Overdose Solutions funds to the East Bay Regional Coalition to carry out prevention priorities in their communities. BHDDH has charged Regional Prevention Coalitions with administering the federally funded Opioid Solutions Grants designed to reduce opioid overdose and provide support for individuals and families impacted by overdose. As a component of this initiative, East Bay Regional Coalition is distributing a total of $181,143 through this RFP to fund innovative community initiatives to promote prevention education, wellness/recovery support activities to reduce opioid use and overdose and to support those impacted by the overdose epidemic. Funding will be provided to key stakeholders/partners to implement overdose prevention activities based on the Project Lazarus ‘spokes’ (see https://www.ProjectLazarus.org/the-model).

The East Bay Regional Coalition works with the East Providence, Barrington, Bristol and Warren communities to address substance misuse and promote health across the lifespan. It is comprised of members of municipal prevention coalitions and other community stakeholders, and views prevention through a broad lens that accounts for similarities and differences between cities and towns, incorporates holistic health promotion and substance misuse prevention strategies across the lifespan, and coordinates media and events that endeavor to increase collaboration and sustain prevention activities across the region.

East Bay Regional Coalition (EBRC) is seeking proposals from traditional and non-traditional providers to deliver innovative, creative, and inspired services, training, education, or other activities to promote wellness and recovery support activities within the region, reduce access to opioids, prevent and reduce opioid use and overdose, and support those individuals at risk and those impacted by opioid use. Contracts will be awarded for delivery of programs and activities
specifically engaging target populations, not for needs assessment. Planning grants will be considered on a case by case basis with a clear justification and link to implementation in the second year of funding, contingent on availability. Contracts will not be given for the purchase of needles, Medication Assisted Treatment (MAT), or basic needs (food, clothing, shelter). The purchase of naloxone (Narcan) is allowed as a component of an initiative. Applicants must serve populations in the East Bay region (East Providence, Barrington, Bristol, Warren) to be eligible for funding.

Applicants are encouraged to submit a proposal as an individual, public, governmental, private, or non-profit organization, school, business, or as a joint effort of multiple organizations carrying out complementary activities. In the case of a joint proposal, the proposal must identify which organization is serving as fiscal agent of the partnership, and roles and responsibilities of all partners in carrying out the proposed work. Municipal Prevention Coalitions and Task Forces are not eligible to apply for this funding.

EBRC is soliciting bidders for an estimated six-month period that will involve a contract award beginning on or about July 1, 2019 through December 31, 2019 with an option to apply for continued funds, contingent on availability of funds and satisfactory progress and contract compliance. EBRC will also seek bidders in the near future for micro-grants of less than $5000 for an estimated 3-month time period beginning on or about October 1, 2019 through December 31, 2019 with an option to apply for continued funds, contingent on availability of funds and satisfactory progress and contract compliance.

EBRC anticipates awarding contracts up to $25,000 totaling $181,143. Please note that federal funds require grant recipients to adhere to federal policies and guidelines, including smoke- and drug-free workplaces, lobbying restrictions, and equal opportunity employment laws. For more information, visit https://www.hhs.gov/grants/grants/grants-policies-regulations/index.html

Objectives:
EBRC is seeking to fund innovative programs and activities that are likely to prevent or reduce opioid use and overdose and/or support individuals and families impacted by opioid use disorder. We are seeking partners who are passionate about helping individuals, families and their communities. Initiatives can be focused on a broad range of prevention activities including but not limited to: reducing access, prevention of use and overdose, support of families and individuals impacted by opioid use and overdose, training and education, and activities supporting those at risk of use and/or overdose.

Required Activities:
Funded applicants will be required to:
• Carry out programming and/or activities as identified by the applicant.
• Collect and report program data monthly, including descriptions of activities and age, gender and race/ethnicity of participants.
• Designate staff to attend monthly meetings in target region as applicable.
• Attend monthly meetings of all State Opioid Response grantees, coordinated by the SOR manager.
• Communicate regularly regarding updates, needs, and challenges.
• Prepare and present a summary of the activity, outcomes, and evaluation.
• Allow monthly site visits as determined by the SOR manager.
• Submit invoices and reports in a timely manner as required by EBRC and BHDDH.
• Utilize social media to promote activities and successes.

**Minimum Qualifications:**
To be considered for funding applicants should demonstrate:
• Experience interacting with the target population.
• Knowledge and familiarity with the challenges and needs of the target population.
• Enthusiasm and dedication to making a difference in the community.
• Experience in successful completion of projects of similar scope and complexity.
• Some degree of sustainability after the conclusion of the grant.

**Application Specifications:**
Proposals should be typed in Times New Roman 12 pt font with one inch margins. Proposals must include a narrative and supporting documents in the following order:

1. **Description of Activity:** Provide a detailed description of the proposed activities, including the need identified for the target populations and expected outcomes. Include information on the anticipated sustainability of the activity after the conclusion of the grant.
2. **Target Population:** Describe the target population(s) for the proposed program or activity, including needs, barriers to participation and strategies for overcoming those barriers; and the Applicant’s experience with, and strategy for, successful engagement of this population in the program/activity.
3. **Outcomes and Evaluation:** Give a description of anticipated outcomes and method of tracking and measuring progress toward them. What do you hope to do? And how will you know you’ve done it?
4. **Applicant Qualifications:** Demonstrate Applicant’s success in carrying out projects of similar scope and scale.
5. **Agency Information and Resumes:** Please provide documentation supporting the Applicant’s ability to serve as fiscal agent, such as business license, and resumes of all key staff working on project. Identify the project leader who will be responsible for attending required meetings, maintaining communication, and representing the work to EBRC and other partners.
6. **Timeline:** Give a proposed monthly timeline of work for the funding period of July 2019 through December 2019
7. **Budget Detail and Narrative:**
   • Budgets must be inclusive of all costs to be covered by the requested funds.
Basic needs such as food, clothing or housing will be not funded. Additionally, purchase of MAT or needles will not be funded. Budgets may include funds for naloxone (Narcan) as a component of the initiative. Budgets may include staff time for required meeting attendance described and reporting requirements. Provide a detailed list of how requested funds will be used (a suggested format is below)

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<tr>
<th>Item/Staff</th>
<th>Amount</th>
<th>Justification</th>
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<tr>
<td>Example: Jane Doe-</td>
<td>$3000 total</td>
<td>The lead investigator will oversee all activities and their implementation.</td>
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<td>Lead Investigator</td>
<td>$25/hour for 5 hrs/week/6 months</td>
<td>and provide necessary reporting, invoicing, and other documentation.</td>
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Total application length for items 1-6 above is not to exceed 3 pages. Items 5-7 (staff resumes, timeline, and budget detail) may be included on additional pages.

Submission Deadlines:
Proposals are due **Friday, June 14, 2019, at 5pm EST.** (Micro-grants due Friday September 13, 2019 at 5pm EST) Please email all materials in ONE (1) file (Word or PDF) and put SOR2019 and the title of your agency as the file name. Proposal files should be emailed to SORGrantsEastBay@gmail.com by the date and time above to be considered for funding. Please put SOR Proposal in the subject line of the email.

Anticipated RFP, Selection and Contract Timeline:

- May 20, 2019 at 10 am - Bidders Conference
- June 14, 2019 - Proposals due
- June 17-20, 2019 - Proposals reviewed
- June 21, 2019 - Selected bidder(s) notified
- July 1, 2019 - Contract work begins
- February, 2020 - Optional contract continuation

Anticipated Timeline for Micro-grants:

- September 13, 2019 - Proposals due
- September 16-19, 2019 - Proposals reviewed
- September 20, 2019 - Selected bidder(s) notified
- October 1, 2019 - Contract work begins
- February 2020 - Optional contract continuation

**Scoring of Proposals:**
Proposals will be scored as follows.

**Strength of Approach (60 points)**
- Potential of the proposed work plan to effectively meet stated objectives of the identified focus area
- Understanding of the proposed target population, including needs, priorities, and strategies for overcoming barriers to participation
- Creativity of approach in engaging populations that are underserved by and/or under-engaged in existing prevention activities
- Well-defined success metrics and plan for tracking progress toward outcomes
- Well-defined and realistic timeline for delivering proposed work within the grant period
- Sustainability of the proposed plan after the conclusion of the grant

**Applicant Qualifications (10 points)**
- Demonstrated successful engagement with and service of the target population
- Demonstrated success of past projects of similar scope and complexity
- Demonstrated plan for fiscal responsibility

**Staff (10 points)**
- Qualifications and relevant individual experience
- Experience working with target population
- Time commitment of staff
- Qualifications and relevant experience of any identified consultant or subcontractor

**Budget (20 points)**
- Appropriate scale of funds requested for proposed work plan
- Appropriate plan to spend down funds as specified within the defined grant period 7/1/2019 - 12/31/2019 (10/1/2019 - 12/31/2019 for micro-grants)

**Review and Funding:** We are committed to an objective review process. A review team made up of individuals within and outside of EBRC who have knowledge of the opioid problem in the East Bay region will review and score proposals. EBRC reserves the right to make awards that may not be the lowest cost or the highest scoring but that demonstrate a high likelihood of resulting in measurable impact.