

**Tri-County Community Action Agency Regional Prevention Coalition
Region 1: Southern Providence County
Johnston, North Providence, Cranston, Scituate, Smithfield, Foster and Gloucester**

Request for Proposal: Community-Based Opioid Overdose Solution Grants

Background:

The Tri-County Community Action Agency Regional Prevention Coalition for Region 1, is requesting proposals from providers of services within the Southern Providence County, including the cities and towns of Johnston, North Providence, Cranston, Scituate, Smithfield, Gloucester, and Foster to support statewide efforts to prevent and reduce opioid use and overdose. The period of this grant is from June 15, 2019 through January 30, 2020 with possible renewal, depending upon performance and continued funding availability. Interested bidders are strongly encouraged to participate in a **Pre-Bidder's Conference on Wednesday, April 24, 2019 from 11am – 12 noon** at the Tri-County Community Action Agency Main Office located on 1126 Hartford Avenue, Johnston, RI, Suite 201.

Project Overview and Goals:

The Tri-County Community Action Agency Regional Prevention Coalition is seeking to fund community agencies, organizations, businesses, schools, faith-based organizations to increase community capacity to scale up and implement overdose strategies for prevention, treatment, recovery and rescue. The long-term goal associated with this solicitation is to reduce opioid overdose. The intermediate outcome is to reduce past 30 day use of opioids in communities served. The short term outcomes are to increase perception of risk or harm associated with opioid use; increase access to recovery supports; and increase access to naloxone and knowledge of rescue strategies.

The Rhode Island Department of Behavioral Healthcare, Developmental Disabilities and Hospitals (BHDDH) has awarded State Opioid Response (SOR) funds to all seven Regional Prevention Coalitions in the State of RI, including the Tri County Community Action CAA Regional Prevention Coalition. Funds will be used to carry out prevention priorities in Region 1: Southern Providence County. 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, the Tri-County CAA Regional Prevention Coalition is distributing an estimated \$170,000 through this Request for Proposals to fund innovative community initiatives and activities to prevent and reduce opioid use and overdose and support those impacted by the overdose epidemic.

Tri County Community Action CAA's Regional Prevention Coalition will oversee and administer *Community-Based Opioid Overdose Solution Grants* to provide funding to major stakeholders in the Southern Providence Region (Region 1), which includes the cities and towns of Cranston, Johnston, North Providence Smithfield, Scituate, Foster and Glocester. Funds will be used to implement overdose prevention activities based on the Project Lazarus "spokes" (see <https://www.projectlazarus.org/the-model>).

Program Overview and Objectives:

Tri-County Community CAA is seeking to fund innovative programs, services and activities in the areas of Prevention, Recovery and Rescue. Prevention, Recovery and Rescue initiatives should be focused on a broad range of activities including but not limited to reducing access, prevention of use and overdose, training and education, and peer recovery expansion.

Eligible applicants include non-profit and for-profit agencies and organizations that currently provide services and programs within the communities identified in Region 1: Johnston, North Providence, Cranston, Scituate, Smithfield, Foster and Glocester, including, but not limited to, community and faith based organizations; municipalities; schools; businesses; police, fire and emergency medical services; and other community-based public and private organizations. Municipal Coalitions are not eligible to apply under this funding announcement.

Tri County Community CAA Regional Prevention Coalition is soliciting bidders for an estimated seven month period beginning on or about June 17, 2019 through January 30, 2020 with an option to renew contingent on availability of funds and satisfactory program performance and contract compliance. Tri County Community CAA anticipates awarding contracts ranging from \$5,000 to \$50,000 in Region 1. *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.*

Required Activities: Funded applicants will be required to:

- Carry out programming and/or activities as identified by the applicant in their original proposal/contract;
- Collect and report program data monthly, including descriptions of activities and age, gender and race/ethnicity of participants;

- Designate staff to attend monthly meetings as applicable at the Region 1 Prevention Coalition
- Attend bi-monthly meetings of all Region 1 State Opioid Response grantees, coordinated by the Tri-County CAA SOR Program Manager;
- Communicate regularly regarding updates, needs, and challenges;
- Submit invoices and reports in a timely manner as required by Tri-County CAA and BHDDH.

Minimum Qualifications: To be considered for funding applicants must demonstrate:

- Experience, qualifications and skills in serving the target population in Region 1;
- Knowledge of the challenges and needs of the targeted population;
- Experience in successful completion of projects of similar scope and complexity

Application Specifications: Proposals should include a narrative and supporting documents in the following order:

1. Summary Page: Agency Name, Address, Applicant Name, Telephone Number and E-Mail Address of Contact Person Responsible for Grant Application, Brief Abstract and Amount Requested;
2. Description of Activity: Description of activities proposed, including the need identified for the target population, goals, objectives and activities to be implemented;
3. Target Population: Description of target population for the proposed program, services or activity, including needs, priorities, barriers to participation and the applicant's strategies for successful engagement of the target population;
4. Outcomes and Evaluation: Description of anticipated outcomes and method of tracking and measuring progress toward them.
5. Applicant Qualifications: Demonstration of applicant's past experience and success in implementing projects of similar scope and scale;
6. Project Lead: Identified project lead who will be responsible for attending required meetings, maintaining communication and reporting to the Tri-County CAA Regional Prevention Coalition (Region 1) and other partners;
7. Budget and Budget Narrative: Line items amounts and a description of use of requested funds
8. Agency Information and Resumes: Proof of non-profit 501 (c) (3) or for profit status and resumes of all key staff working on project;
9. Timeline: A proposed timeline of work for the funding period of June 17, 2019 through January 30, 2020;
10. Submit W-9 Form Signed by Authorized Official;
11. Business Associates Agreement - if funded

Total application length for items 1-6 above is not to exceed five (5) pages, single spaced, typed in Times New Roman or Arial 12 Font with one inch margins. Items 7- 11 (staff resumes, timeline and budget and budget justification, W-9) may be included on additional pages.

Submission Deadline:

Proposals are due no later than **Thursday, May 23, 2019 at 5pm EST**. Please email all materials in ONE (1) file (PDF) labeled Community SOR 2019 and the title of your agency as the file name. **Proposals should be emailed to Jennifer LaForge, SOR Program Manager at jlaforge@tricountyri.org**

Anticipated RFP, Selection and Contract Timeline:

- Pre-Bidder's Conference: Wednesday April 24, 2019 11: 00 am – 12 noon
- Proposals Due: Thursday, May 23, 2019 no later than 5:00 pm
- Proposals Reviewed: May 28- 31, 2019
- Bidder(s) Announced: Tuesday, June 4, 2019
- Contract Start Date: June 17, 2019 or Date Contract Fully Executed
- Contract End Date: January 30, 2020
- Optional Contract Renewal: February 1, 2020

All questions related to the RFP will be answered either at the Pre-Bidder's Conference or in writing within 48 hours following the Pre-Bidder's Conference. Responses and updates will be posted on the Tri-County Community Action Agency website: www.tricountyri.org

Scoring of Proposals: Proposals will be scored as follows. Proposals must meet the minimum of 75 out of 100 points to be considered for funding.

Categories	Total Points
<p>Strength of Approach</p> <ul style="list-style-type: none"> • 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 	30
<p>Applicant Qualifications</p> <ul style="list-style-type: none"> • Demonstrated successful engagement with and service of the target population • Demonstrated success on past projects of similar scope and complexity 	20
<p>Staff</p> <ul style="list-style-type: none"> • Qualifications and relevant individual experience • Experience working with target population • Time commitment of staff • Qualifications and relevant experience of any identified consultant or subcontractor 	20
<p>Budget</p> <ul style="list-style-type: none"> • Appropriate scale of funds requested for proposed work plan • Appropriate plan to spend down funds as specified within the defined grant period 6/17/2019 – 01/30/2019 	30
<p>Total Eligible Points</p>	100

Review and Funding: We are committed to an objective review process. A review team made up of individuals within and outside of the Tri-County CAA Southern Providence Regional Prevention Coalition who have knowledge of the opioid impact within the region will review and score proposals. Tri-County CAA reserves the right to award grants that may not be the highest score but demonstrates a high likelihood of resulting in high quality, impactful, cost-effective programs and services, which reduce opioid overdose and risk reduction.