

OPIOID Settlement – Stevens County Community Partner Funding Request Instructions

Summary Information:

Awarding Agency Name	Stevens County
Agency Contact	Rebecca Young – Stevens County Administrator, rebeccayoung@co.Stevens.mn.us 320.208.6583 400 Colorado Ave., Morris, MN 56267
Funding Title	Stevens Opioid Settlement Funding
Funds Available	\$60,000.00
Indirect Costs	It is expected that administrative costs, both direct and indirect, will represent a small portion of the overall program budget (10% or less)
Application Deadline	December 1, 2023

Overview:

Minnesotans have been impacted by the opioid epidemic. While the opioid epidemic has deeply impacted the state and the nation, so have the harms from alcohol, other drugs, and suicide. Preventable harms include more than just deaths. Hospitalizations, injuries, and Adverse Childhood Experiences (ACEs), among others, are all examples of preventable harms that are related to the opioid epidemic and substance use. Increasing rates of these preventable harms are closely linked to the health and prosperity of communities.

On August 20, 2021, the Minnesota Attorney General’s Office joined the historic \$26 billion multi-state settlement agreements with pharmaceutical distributors and opioid manufacturers. This settlement will bring more than \$535 million to Minnesota counties and cities over 18 years. **Stevens County’s expected portion of the settlement is at \$540,000 and rising.** For more detailed information, visit the MN Attorney General’s Office – [Fighting the Opioid Epidemic](#).

Minnesota opioid-related data can be found on the [MN Department of Health’s opioid dashboard](#), and Horizon Public Health county data can be found on the [Horizon Public Health substance use dashboard](#). These dashboards contain detailed information on overdose deaths, opioid-related hospital visits, the number of opioid prescriptions dispensed, the prevalence of substance use disorder, and more.

STEVENS County is committed to reducing the negative impacts associated with opioid use disorders by partnering with key sectors on an Advisory Council. The Opioid Task Force will guide the spending of the National Opioid Settlement dollars locally to save lives and prevent further damage.

According to the [Minnesota Opioids State-Subdivision Memorandum of Agreement \(MOA\)](#), Public Health departments shall serve as the lead agency as Chief Strategist to identify, collaborate, and respond to local issues as Local Governments decide how to leverage and disburse Opioid Settlement Funds. In their role as Chief Strategist, public health departments will;

- ✓ Convene multi-sector meetings
- ✓ Lead efforts that build upon local efforts like Community Health Assessments and Community Health Improvement Plans

- ✓ Foster community-focused and collaborative evidence-informed approaches that prevent and address addiction across the areas of public health, social services, and public safety.
- ✓ Consult with municipalities located within their county in the development of any Community Health Assessment
- ✓ Collaborate with law enforcement agencies in the county where appropriate.

Purpose for Funding Application:

The purpose of this Application for funding/Request for Proposal is to identify qualified organizations to respond to the opioid crisis through opioid epidemic response strategies, including prevention, treatment, recovery, and harm reduction. The goal of this approach is to fund projects that will have high impact, particularly in communities most disproportionately impacted by the opioid crisis.

Funding Requirements:

For an extensive list of eligible activities, please visit the [Minnesota Opioids State-Subdivision Memorandum of Agreement](#). Selected organizations will receive funding to complete the following activities:

- Implement an opioid epidemic response project, including prevention, treatment, recovery, and harm reduction strategies.
- Participate in, at minimum, quarterly check-ins with the Opioid Settlement Task Force
- Present to the Task Force at least once during the funding period.
- Complete a yearly Project Summary Report, including updated organization contact information, an account of the use of funds, and a description of outcomes.

Stevens County through its advisory group has identified the following local priorities as aligned with the goals of the settlement funds:

- Prevention of substance use and abuse
- Harm Reduction of substance use and abuse
- Criminal Justice related to substance use and abuse
- Treatment and Recovery of substance use and abuse

Applicants are encouraged to propose projects that particularly align with these local priorities and other clearly-identified needs in the community.

See attached SWOT Analysis performed by the group.

Eligibility:

Eligible applicants include non-profit and for-profit organizations, government, faith-based organizations, businesses, healthcare, neighborhood organizations, youth groups, schools and/or school programs, and other organizations serving a specific affinity group, cultural community, or local or regional geographic area serving residents of Stevens County. Funds must be used for services delivered in Stevens County.

Funds may be used for expenses associated with conducting approved activities including:

- Staffing and benefits
- Staff time to attend conferences, events, and trainings that link to project

- Capital improvements or construction projects
- Transportation, lodging, meals, and other travel costs that link to project
- Printing and copying
- Education and informational campaigns/outreach materials
- Equipment needed for project
- Youth/community member stipends
- Costs for events are allowable, but the applicant must demonstrate a plan for larger program development/community change that stems from the event
- Other items that serve to further the goal of project

Questions on eligibility, application, or other topics related to this request for proposals can be directed to Rebecca Young – Stevens County Administrator, rebeccayoung@co.Stevens.mn.us 320.208.6583.

Other Information:

All applications are subject to the final approval of the Stevens County Board of Commissioners.

All uses of money must comply with the reporting requirements placed on Stevens County.

All successful awards will be subject to a final agreement that will be executed with Stevens County.

Applications will be accepted on an annual basis.

Process for evaluation will be outlined in the application.

Stevens County OPIOID Settlement Response

Application Contents:

Applicants are required to submit:

- Applicant Information
- Organization Overview
- Project Narrative
- Workplace (see Appendix A)
- Budget and Budget Narrative (see Appendix B)
- Letters of Commitment (if relevant; see Section E below)

Applicant Information:

- Legal name of your organization
- Organization address
- Organization website (if applicable)
- Organization contact name, email, phone number

Evaluation Criteria:

- 100 points, see below

Section A: Organization Overview (10pts, 500-word limit)

- a) Briefly describe the history of the organization. Describe the organization's major areas of current work, as well as the mission, vision, and/or values. Include details regarding the organizations experience with opioid/substance use prevention, treatment, recovery, and harm reduction.
- b) Indicate which county(ies) this project will work in: (Douglas, Grant, Pope, Stevens, Traverse)

Section B: Project Narrative (30 pts, 1,000-word limit)

- a) State which category, subcategory(ies), and strategies (from Exhibit A of the MN Opioid MOA), the project addresses.
- b) Describe how you plan to address the strategy(ies). Share the project, including timeline, high-level overview of implementation and evaluation steps, and intended outcomes. Describe how the project addresses opioid use disorder (OUD) -related stigma.
- c) Describe the community(ies) the project is proposing to engage. How are communities that are most at risk or impact considered in this project? How does your project address potential barriers to accessing your programming?
- d) Describe how the proposed project will meet community needs. How were those needs identified? How does your project support those most disproportionately impacted by the opioid epidemic?

- e) What is the level of staffing for the project? Ensure accountability to carry out work plan activities and maintain overall support and coordination of the work. If planning to use subcontractors, please describe their responsibility in carrying out grant activities.
- f) How will this project be sustainable beyond the proposed funding period?
- g) How will this project measure that its goals are met?

Section C: Workplan (30 pts)

All applicants are required to submit a workplan for the entirety of the funding period. There is no work limit or page limit.

Section D: Budget and Budget Narrative (20 pts)

Applicants must provide a budget for the entire funding period. Use template in appendix to complete the budget.

Section E: Additional Required Attachments (10 pts)

- Letters of Commitment

Application Process:

Applications will be accepted on an annual basis, every June 1 by 4 pm, or the next business day if June 1 falls on a weekend. **Except in the case of the very first round which will be advertised for 30 days in October of 2023 and closing December 1, 2023.**

1. RFP period will be publicly noticed for 30 days prior to application due date. Application acceptance may continue after that date based on funding availability, interest, and other factors. Stevens County reserves the right to modify, curtail, or extend solicitation methods or deadlines in its sole discretion.
2. Fully completed and signed applications, along with any required or supporting documents can be emailed to rebeccayoung@co.Stevens.mn.us or can be sent by mail to Stevens County Opioid Community Partner Funding, Stevens County – Attn.: Rebecca Young, 400 Colorado Ave., Morris, MN 56267. Please note, however, that processing mailed applications may take additional time. Timely applications shall be evaluated when received as detailed in the acceptance process in paragraph 1 above.
3. Stevens County or its designated agent will review each application for eligibility and completeness and contact the applicant if additional information is necessary.
4. Once a timely application is evaluated, Stevens County or its agent will determine applicant awards, notify all successful or unsuccessful applicants via email, and engage applicants in making arrangements for executing necessary grant agreements and distributing funds.

Key Terms and Conditions:

Grant awards are subject to program requirements as required by the terms of the County's opioid settlement agreements, as well as other terms and conditions, including, but not limited to:

1. Stevens County retains the sole and absolute discretion to decide whether to approve any Grant application.
2. Successful applicants agree to cooperate with the County in providing information, documentation, and verification of all activities and expenditures made related to the subject of the grant award, and to voluntarily furnish any information needed to verify eligibility and compliance with all program and legal requirements in receiving and utilizing the grant award funds.
3. If the County finds in its sole discretion that a grant recipient has provided false or misleading information in obtaining a grant award or that a grant recipient has refused to or neglected to cooperate with the County's legitimate request for information related to the grant award, such recipient will be required to return the full grant amount to the County. Such recipients may also be required to reimburse the County for any award or expenditure from awarded grant funds made contrary to law, regulation, or settlement terms or program criteria.

Application Review Information:

This RFP does not commit Stevens County to award funds. Submission of an application shall neither obligate nor entitle an applicant to any funding. Stevens County reserves the following rights, to be exercised in Stevens County's sole and absolute discretion:

- 1) to determine whether any aspect of an application satisfactorily meets the criteria established in this RFP;
- 2) to seek clarification or additional information from any applicant;
- 3) to negotiate, sequentially or simultaneously, pricing and/or terms with any applicant or vendor;
- 4) to reject any or all applications with or without cause;
- 5) to waive any irregularities or informalities in an application;
- 6) to cancel or amend by addenda this RFP, in part or entirely;
- 6) to award multiple awards to applicants; and/or
- 7) award reimbursement to a vendor that did not submit an application.

Prior to entering the review process, applications will be submitted to the Stevens County Task Force to determine whether they meet the requirements outlined in this RFP. Submissions that meet all requirements will make a recommendation to the Stevens County Board of Commissioners regarding what proposals to fund. All final decisions will be made by the Stevens County Board of Commissioners.

Appendix A

Opioid Settlement Response - Work plan

Objective 1:

Action Steps Activities, steps, or processes to achieve objective	By When	Milestone How will you know the activity has been accomplished	Lead Agency	Key Partners Individuals or organizations helping to implement the action step

Objective 2:

Action Steps Activities, steps, or processes to achieve objective	By When	Milestone How will you know the activity has been accomplished	Lead Agency	Key Partners Individuals or organizations helping to implement the action step

Appendix B:

Opioid Settlement Response - Budget

Date:

Organization Name

Phone Number

Email

Total Amount Requested

Budget Category	
Salaries and Benefits	
Contractual Services	
Travel	
Operating Supplies	
Other	
TOTAL PROJECT EXPENSES:	
OTHER FUNDING COMMITMENTS:	
TOTAL OPIOID SETTLEMENT FUNDS REQUESTED:	

Budget Narrative

Salaries and Benefits
Contractual Services
Travel
Operating Supplies
Other

SWOT ANALYSIS/ 2022-2023

OPIOID ADVISORY COUNCILS

(DOUGLAS, GRANT, POPE, STEVENS, AND TRAVERSE)

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Strengths

Treatment:

- Local Licensed Alcohol & Drug Counselor(LADC)
- Grant, Stevens & Traverse treatment/drug court
- Medication assistance at local hospital/clinics
- AA/NA in community
- University of MN-Morris
- EMS
- Partner collaborations
- Treatment care coordination

Prevention/Education:

- Prescribing habits have decreased across community
- Mental Health professionals working with Stevens County schools
- Sheriff office and other emergency responders carrying Narcan
- Understanding of Adverse Childhood Experiences (ACEs)

Other:

- Schools with food shelves in buildings
- Community mentorship programs
- Strong sense of community across region
- Emergency Managers with strong connections
- Passion in community to do the work/volunteerism

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Weaknesses

Treatment:

- No county outpatient or in-patient treatment facility
- No county detox facility
- Facilities are full and hard to find placement
- Insurance can be a barrier
- Increase use of marijuana in schools
- Cost and wait time
- Lack of trained psychiatrists

Prevention/Education:

- Increase of marijuana use among youth
- No School Resource Officer
- Tobacco/E-cig stores report primary clients are women in their 40's
- Need more community gathers places/community centers

Other:

- Transient residents moving into community with lack of resources to support
- Increasing DWIs across region
- High rates of poverty
- Labeling & stigma of those in poverty
- Transportation challenges

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Opportunities

Treatment:

- University of MN-Morris treatment degree program
- Treatment/drug court surveillance coordinator
- Telemedicine opportunities
- Additional training
- Pending/planning crisis bed in Hoffman (4-person/ swing 5)
- Expand treatment/drug court to Douglas & Pope

Prevention/Education:

- Education about Substance Use, opioids, poverty & stigma
- Increase of Naloxone Access Program (NAP) sites
- Education to all about safe use of Cannabis
- Increase in-school suspension model vs. out of school suspension
- Peer to peer education
- Educate non-traditional opioid prescribers on climate of use and abuse

Other:

- Underutilize connections in community
- Lack of understanding of community partner services/increase collaboration
- Better identify and share local data
- Education community about addiction as a mental health condition

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Threats

Treatment:

- Absence of facilities
- Decreased in-person connections
- Increase of mental illness
- Lack of providers in treatment
- Detox is seen as treatment
- Many users do not see treatment options until in criminal justice system
- Transportation barriers

Prevention/Education:

- Legalization of Cannabis, need for education about safe use
- Increase of meth in community.
- Opioid misuse when being prescribed
- Poverty
- Fentanyl and alcohol access
- Lack of youth activities
- Transportation barriers
- Need more direct services in Traverse County, especially Browns Valley

Other:

- Generational poverty with substance use
- Normalization of alcohol use, acceptance of adults
- Community may not trust government
- Section 8 housing is cheap, barriers to engage population
- High rates of food insecurity
- Lack of cell phone service in Browns Valley
- Lack of safe places to go
- Need places for youth to hangout