

NACCHO

National Association of County & City Health Officials

The National Connection for Local Public Health

ED-Based Substance Use Navigation – Advancing the Evidence

Date of release: August 15, 2023

Applications are due by 11:59 PM E.T. on September 20, 2023

NACCHO

NACCHO is the voice of the approximately 2,800 local health departments (LHDs) across the country. These city, county, metropolitan, district, and Tribal departments work to protect and improve the health of all people and all communities. NACCHO provides resources to help LHD leaders develop public health policies and programs to ensure that communities have access to the vital programs and services people need to keep them protected from disease and disaster. Additionally, NACCHO advocates on behalf of LHDs with federal policymakers for adequate resources, appropriate public health legislation, and sensible policies to address the myriad challenges facing communities.

Summary Information

Proposal Title: ED Based Substance Use Navigation – Advancing the Evidence

Proposal Due Date and Time: 09/20/23

Selection Announcement Date: On or around 09/29/23

Source of Funding: Centers for Disease Control and Prevention

NOA Award No.: 5 NU38OT000306-03-00; 6 NU38OT000306-04-01

Maximum Funding Amount: Up to \$100,000 per award

Estimated Period of Performance: October 1, 2023 – June 30, 2024

Point of Contact for Questions: Overdose, Injury, and Violence Prevention Team (IVP@naccho.org)

Application Submission: PDF by email to IVP@naccho.org

I: Background

Drug overdose deaths continue to increase in the United States, rising to a [record high](#) of 106,699 in 2021. While the exact number of non-fatal overdoses is difficult to measure, Non-Fatal Opioid Overdose Tracker from the Office of National Drug Control Policy (ONDCP) [reports](#) that there were 212,905 nonfatal opioid overdoses treated by EMS providers from July 3, 2022 to July 2, 2023. The same dashboard reports that, of those treated, 78% were transported to a medical facility, often to an emergency department (ED).

While the ED plays a critical role in the medical treatment of a patient following a non-fatal overdose, it can also be an important venue to engage patients in a conversation about their substance use and provide connections to services or further treatment. To that end, many EDs across the country have developed protocols and services to meet the needs of patients at risk of overdose in a systematic attempt to reduce the risk of overdose or other substance-related harm.

In some cases, EDs have assigned dedicated staff to embed in the care team and support these patients by providing a connection to evidence-based treatment, services, and supports. A key function of this role is to meet the patient where they are and provide non-judgmental and non-coercive assistance in working towards their self-identified goals vis-à-vis their drug use. This role may be accomplished by a [peer recovery specialist](#), [substance use navigator](#), social worker, or other staff member.

While many of the interventions performed as part of this work, such as the provision of naloxone; referral to social support; and linkage to treatment, such as medication for opioid use disorder (MOUD), have a strong evidence base, there has been little analysis of the holistic impact of these ED-based

programs. This impact may be found on a number of measures, including, but not limited to, patient health outcomes, patient satisfaction, connection to medications for opioid use disorder (MOUD), hospital readmission rates, or hospital cost savings. If found, an analysis of the impact on any one of these measures would greatly advance the evidence base and increase support for expanding similar services nationwide.

II: Eligibility and Funding Opportunity Overview

NACCHO will provide up to \$100,000 in funding to selected consultant(s) to evaluate an Emergency Department based program(s) to provide linkages, services, and supports to patients at risk of overdose. To be eligible, applicants must propose to evaluate a clearly defined program(s) with established protocols, workflows, and roles related to the provision of these services. Applicants must also have ownership or confirmed access to program level data and the experience and capacity to conduct a robust evaluation.

- The project will begin on October 1, 2023 and will end on June 30, 2024, giving the selected applicant(s) nine months to conduct evaluation and develop an evaluation report.
- Applications must be submitted as a PDF by email (IVP@naccho.org) no later than 11:59 PM EST on September 20, 2022. In fairness to all applicants, NACCHO will not accept late submissions. NACCHO may reach out to applicants with questions or clarification.
- Applicants will be notified of their selection status by e-mail to the designated point of contact on or around September 29, 2023. The selected applicant(s) will be required to confirm participation and agreement with the contract scope of work after receiving notification. The designated point of contact for selection must be available to receive and respond to the notification in a timely manner.
- A deliverable-based consultant contract will be executed between NACCHO and the funded organization(s); however, contracted consultants may subcontract with other organizations or individuals to accomplish their proposed activities.
- All necessary information regarding the project and application process may be found in this RFP. Applicants may pose individual questions to NACCHO at any point during the application process by emailing IVP@naccho.org.

III: Project Requirements and Timeline

The selected consultant(s) will be required to agree to a detailed Scope of Work (SoW) after notification of award. Please see a brief summary of activities in which the awardee will be expected to engage below.

Scope of Work:

- Kick-off calls
 - Initial calls with the NACCHO to review, discuss, and provide greater context to their proposed work.
- Develop a detailed implementation workplan
 - Awardees will develop a formal workplan based on the narrative proposal submitted as part of the application and NACCHO feedback.
- Participate in regular project management meetings
 - Monthly meetings facilitated by NACCHO to review progress of planned activities.

- Build the evidence
 - Work with NACCHO to develop and submit an academic journal article on the results of evaluation.
- Present the evidence
 - Work with NACCHO to develop a summary communications document on the results of evaluation.

IV: Support to Awardees

NACCHO will provide funding and assist with administrative matters related to contract execution, budget modification, and invoicing. NACCHO will assist the awardee(s) in developing their workplan and planning for project submissions and presentations. NACCHO will also cover the costs of expenses related to academic journal article submission. NACCHO will assist with any troubleshooting related to the implementation of the workplan throughout the duration of the progress period. NACCHO will provide feedback on all deliverables.

V: Application Process

- Review the requirements and expectations outlined in this RFP.
- Applicants are urged to carefully consider activities that will be both meaningful and feasible to accomplish during the previously described project timeframe.
- Read NACCHO's [standard contract language](#) and provide a copy to the individual with signing authority for the LHD (or entity that would be contracting with NACCHO, e.g., city government), including any relevant financial or legal offices for advanced consideration. Do not sign or send back the contract with the application.
- Submit the application to NACCHO by September 20, 2023, at 11:59 PM ET. Submissions after this deadline will not be considered. **Please submit your application as a PDF to NACCHO's Overdose, Injury, and Violence Prevention team at IVP@naccho.org with the subject line 2023 ED Evaluation Application.**
- The application must include the following items to be deemed complete:
 - Complete narrative that addresses all sub-domains outlined in Section VI of this RFP
 - Budget and budget justification consistent with instructions included in the attachments in section VIII
 - Completed attachments (section VIII)
 - The applicant must be registered with the System for Award Management (SAM) and proof of registration with its SAM number provided. **For applicants without a SAM number, please [submit an application](#) immediately, as delays are common in application processing.** Please plan accordingly to ensure an active SAM number at the time of submission.

VI: Application Narrative

- I. **Introduction (maximum 200 words)**
 - a. Background
 - i. Provide a brief overview of the program(s) to be evaluated.
 - b. Abstract

- i. Summarize the key points of the proposal.
- II. Proposal (maximum 750 words)**
 - a. Research Questions and Hypotheses
 - i. List specific research questions to guide the evaluation process.
 - ii. State any specific hypotheses that will be tested during the evaluation.
 - b. Previous Findings
 - i. If applicable, mention any previous analyses or evaluations of the data and their findings.
 - ii. Summarize relevant studies that have used similar data, if any.
 - iii. Identify any gaps in the existing literature that the evaluation could help address.
 - c. Impact
 - i. Discuss how the findings from the proposed evaluation could benefit researchers, policymakers, or other interested parties.
- III. Methodology (maximum 600 words)**
 - a. Data Collection and Analysis
 - i. Detail the subjects of and collection process for the data.
 - ii. Describe the variables present in the data.
 - iii. Outline the statistical methods that will be employed to evaluate the data.
 - iv. Define the specific metrics or indicators to be used for data analysis.
 - v. If relevant, describe any other data that will be used for comparison during the evaluation.
 - vi. Address any ethical concerns regarding the handling and dissemination of sensitive data.
 - vii. Specify if IRB or similar approval will be required
 - 1. If so, ensure this is reflected in the implementation timeline.
 - 2. If required, consultant will be responsible for ensuring approval is received.
- IV. Implementation (maximum 500 words)**
 - a. Timeline
 - i. Present a step-by-step plan and timeline for conducting the evaluation.
 - b. Staffing
 - i. List the staff that will be involved in the work and their role and qualifications.
- V. Limitations and Challenges (maximum 200 words)**
 - a. Data Limitations
 - i. Discuss any inherent limitations of the data that might affect the evaluation outcomes.
 - b. Methodological Challenges
 - i. Identify potential challenges in the evaluation process and propose strategies to address them.

VII: Scoring

NACCHO will score the application narrative holistically to assess the following areas:

- Value of the research question.
- Feasibility of implementation, including demonstration of evaluation and subject matter expertise and reasonable timeline and goals.

- Demonstration of a health equity and harm reduction approach. The below is a non-exhaustive list of ways an applicant may demonstrate a health equity and harm reduction approach in their application. The application does not need to include each of these examples, and this assessment area will be considered holistically alongside the other assessment areas described above. An applicant could:
 - Explain how the proposal will address gaps in existing literature with respect to how ED-based substance use programs serve populations [disproportionally impacted](#) by the overdose epidemic and war on drugs
 - Propose to stratify evaluation results by demographic groups, including Black, Indigenous and other communities
 - Use inclusive and non-stigmatizing language in the application
 - Use and/or contextualize outcome measures within a harm reduction approach
 - Include lived and living experience on the proposed project or implementation team
 - Demonstrate understanding that structural inequities and racism lie are the root of the disproportionate impacts of substance-use related harms

NACCHO may reach out to applicants with questions or clarification on the application.

VIII: Attachments

The following attachments must be completed and submitted with the application.

- Budget Proposal – [Template](#)
 - Budget Narrative – [Template](#)
- NACCHO Standard Contract for review – [Template](#)
- Vendor Information – [Form](#)
- W-9 Form – [Form](#)
- Certification of Non-Debarment – [Form](#)
- FFATA – [Form](#)
- Proof of active registration with SAM.gov in accordance with an active DUNS number

IX: Unallowable Costs

Recipients may use funds only for reasonable program purposes, including personnel, travel, supplies, and services. NACCHO reserves the right to request a revised cost proposal, should NACCHO and CDC determine applicant’s proposed cost as unallowable. Restrictions that must be considered while planning the programs and writing the budget:

- In-kind staffing: Grant management staff time must be included in the budget narrative. Please either include grant management staff salary in your budget request for this funding opportunity (at least 0.1 FTE) or specifically note that staff salary and benefits will be paid through other funding sources. In-kind staff time is not allowed.
- Equipment costing over \$5,000 per individual items.
- Naloxone/Narcan
- Syringes and pipes.
- HIV/HCV/other STD/STI testing.
- Drug disposal programs and supplies. This includes implementing or expanding drug disposal

programs or drug take-back programs, drug drop box, drug disposal bags.

- Gift cards individually worth over \$25 in value.
- Vehicles.
- Food and beverage requests will be approved on a case-by-case basis and will require the submission of further documentation.
- Prohibition on certain telecommunications and video surveillance services or equipment (Pub. L. 115-232, section 889): Recipients and subrecipients are prohibited from obligating or expending grant funds (to include direct and indirect expenditures as well as cost share and program funds) to:
 - Procure or obtain, Extend or renew a contract to procure or obtain; or
 - Enter into contract (or extend or renew contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Pub. L. 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).
 - For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).
 - Telecommunications or video surveillance services provided by such entities or using such equipment. iii. Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise, connected to the government of a covered foreign country. President's Emergency Plan for AIDS Relief (PEPFAR) funding is exempt from the prohibition under Pub. L. 115-232, section 889 until September 30, 2022. During the exemption period, PEPFAR recipients are expected to work toward implementation of the requirements
- Travel Costs – Hotel, meals and incidentals generally are unallowable if they exceed on a daily basis the Federal Travel Per Diem Rates published by the General Services Administration. There are many rules and exceptions in applying this rule. Please contact NACCHO with specific questions about these exceptions.
- Reimbursement of pre-award costs generally is not allowed, unless the CDC provides written approval to the recipient.
- Other than for normal and recognized executive-legislative relationships, no funds may be used for:
 - Publicity or propaganda purposes,
 - For the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body
 - The salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body