

NACCHO

National Association of County & City Health Officials

The National Connection for Local Public Health

Overdose Prevention and Response- Understanding the Needs of Rural Communities

Date of release: October 5, 2023

Applications are due by 11:59 PM EST on November 2, 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: Overdose Prevention and Response - Understanding the Needs of Rural Communities

Proposal Due Date and Time: 11/02/23 no later than 11:59 PM EST.

Selection Announcement Date: On or around 11/09/23

Source of Funding: Centers for Disease Control and Prevention

NOA Award No.: 6 NU38OT000306-05-05

Maximum Funding Amount: Up to \$250,000.00

Estimated Period of Performance: November 10, 2023 – June 30, 2024

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

Office Hour: 10:00 AM EST Monday, October 23rd: [LINK](#)

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 overall overdose rate is slightly higher in urban areas than rural areas, rural communities face their own unique challenges, such as [higher rates of female overdose](#), higher rates of overdose attributed to [psychostimulant substances](#) such as methamphetamine, and poor access to [substance use treatment](#) and [other services](#). Additionally, racial health disparities in the overall population [are often exacerbated](#) in rural settings. Despite these challenges, smaller, often rural health departments have been [more likely to see staffing or funding reductions](#) for their overdose prevention and response work than their medium and large sized peer organizations.

As a part of a commitment to advancing health equity, NACCHO seeks to work for and with rural communities to better understand and amplify their needs, available resources, challenges, strategies, and stories related to overdose prevention and response. NACCHO's approach towards identifying how to best support equitable overdose prevention efforts in rural communities is informed by the [racial equity toolkit](#) developed by the Government Alliance on Race and Equity (GARE). Broadly, NACCHO's approach to this work seeks to complete the following:

- Use available data and existing resources to better understand the overdose and overdose prevention landscape in rural communities.
- Assess how community engagement has driven overdose prevention efforts in rural communities and identify opportunities to expand engagement in an effort to ensure those most impacted inform our planning.

- Share the insights brought to light through this work and develop a set of recommendations for further action and funding.

II: Funding Opportunity Overview

Project Details

- NACCHO will provide up to \$250,000 in funding to a consultant to (full details of proposed activities can be found in Section III):
 - Conduct an environmental scan and gap analysis
 - Identify subpopulations within rural communities that have been disproportionately impacted by overdose or historically marginalized
 - Convene two subject matter expert roundtables
 - Conduct a series of interviews with LHDs and their community partners to collect qualitative data on rural overdose prevention and response
 - Develop a set of recommendations on best practices and strategies for engagement related to rural overdose prevention and response
 - Develop a two-part report to share the results of the scan and gap analysis, interviews, and final recommendations

Administrative Details

- **NACCHO will hold an office hour at 10:00 AM EST on Monday, October 23rd. A registration link can be found [here](#). This time will be used to answer questions related to the funding opportunity from potential applicants.**
- The project will begin on November 10, 2023 and will end on June 30, 2024, giving applicants approximately 8 months to conduct program activities.
- Applications must be submitted as a PDF by email (IVP@naccho.org) no later than 11:59 PM EST on November 2, 2023. In fairness to all applicants, NACCHO will not accept late submissions.
- Applicants will be notified of their selection status by e-mail to the designated point of contact on or around November 9, 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 Scope of Work

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. In addition to the activities outlined in the SoW, applicants will be required to agree to the following:

- Designate one main point of contact with whom NACCHO will directly communicate on all matters related to this project.
- Work with NACCHO to submit timely invoices and deliverables as outlined in the agreed upon scope of work.

Scope of Work

The selected applicant will be expected to engage in the following activities:

- **Environmental Scan:** Conduct a comprehensive environmental scan to identify:
 - **Available Resources:** Identify and compile existing overdose prevention and response resources available and tailored to rural communities. This includes, but is not limited to: educational materials, training programs, community initiatives, healthcare services, harm reduction programs, and government programs and policies.
 - **Review of Studies:** Identify available academic literature describing:
 - Promising overdose prevention and response strategies in rural communities
 - Academic literature describing challenges or facilitators for rural overdose prevention and response work
 - Academic literature and other resources speaking to the existence of substance use related disparities within the rural population
 - **Best Practices:** Identify and highlight recent examples of best practices in overdose prevention and response that have been successfully implemented in rural settings.
- **Gap Analysis:** Conduct a thorough analysis of the identified resources to determine gaps and limitations in current overdose prevention and response strategies for rural communities.
 - **Disproportionately Impacted Communities:** Gap analysis to include a review of available literature and federal datasets to identify rural sub-populations that have been disproportionately impacted by the overdose epidemic or historically marginalized in the provision of public health services.
- **Subject Matter Expert Roundtables:** Convene two virtual roundtables of expert advisors on rural health to identify barriers and facilitators to rural overdose prevention and response and recommendations for outreach and best practices.
 - The first roundtable is to take place during the development of the environmental scan and gap analysis to ensure that all relevant resources and evidence is considered.
 - The second roundtable will serve as a venue to present environmental scan and gap analysis results and plan for community engagement. Support for identifying potential panel participants to be provided by CDC and NACCHO.
- **Community Engagement:** Based on takeaways from the environmental scan, gap analysis, and roundtables, identify and engage selected rural LHDs, their community partners, and/or other relevant interested parties, including individuals with lived or living experience of drug use, to gather insights into the specific needs and challenges faced by rural communities in addressing overdose. Engagement to be in the form of interviews.
 - Up to eight community interviews – at least three to be in-person
 - Interviewees to be offered compensated for their participation in program activities
- **Recommendations:** Based on the takeaways from the environmental scan, gap analysis, roundtables, and interviews, develop clear and actionable recommendations for improving overdose prevention and response efforts in rural communities. These recommendations should be evidence-based and consider the unique characteristics of rural settings. Recommendations should also include strategies for ensuring funding reaches rural communities impacted by the overdose epidemic.

- **Final Reports and Webinar:**
 - **Comprehensive Report:** Prepare a comprehensive final report that includes an executive summary, methodology, key findings, gap analysis, best practices, community insights, and recommendations. The report should be well-organized, concise, and accessible to a diverse audience.
 - **Funding Brief:** Develop a brief report drawing from information collected as part of community engagement activities on the funding challenges faced by rural communities and recommendations for mitigating these challenges.
 - **Webinar:** Prepare a slide deck and presentation on key findings and next steps. To be delivered to project participants, CDC, NACCHO, and other relevant parties.

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 in developing the final SoW and will support the development and execution of the activities outlines in Section III throughout the duration of the progress period.

V: Application Process

- Review the requirements and expectations outlined in this RFA.
- 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 November 2, 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 Rural Overdose Prevention and Response Application*.**
- The application must include the following items to be deemed complete:
 - Complete narrative that addresses all sub-domains outlined in the following section
 - Budget justification
 - Completed attachments
 - 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.
- **NACCHO will hold an office hour at 10:00 AM EST on Monday, October 23rd. A registration link can be found [here](#). This time will be used to answer questions related to the funding opportunity from potential applicants.**

VI: Application Narrative

- **Introduction (250 word limit) (Not Scored)**
 - Provide a brief overview of applicant’s organization.
 - Summarize the key points of the proposal.
- **Proposal (1000 word limit) (40%)**
 - Provide a narrative description of your proposed activities.
 - Describe how you will integrate a health equity approach into your proposed activities.
- **Implementation Capacity (750 word limit) (40%)**
 - Describe the relevant experience you have that prepares you to do this work, including any experience working in harm reduction or overdose prevention; with rural communities; with local health departments; conducting environmental scans and gap analysis; and/or facilitating community engagement activities.
- **Implementation Plan (500 word limit) (10%)**
 - Present a step-by-step plan and timeline for conducting the activities described in Section III.
 - List the staff that will be involved in the work and their role.
 - Describe the organization’s capacity to coordinate and implement proposed activities, including project management, technical, financial, and administrative management.
- **Challenges (500 word limit) (10%)**
 - Identify potential challenges to the activities and propose strategies to address them.
- **Budget (Not Scored)**
 - Develop a detailed budget and budget narrative to outline how funds will be used to complete project activities. Template provided.

VII: Scoring

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

- Strength of the narrative.
- Feasibility of implementation, including demonstration of subject matter expertise and a reasonable proposal for timeline and goals.
- Potential impact on the population receiving the intervention, in accordance with NACCHO’s principles to advance harm reduction, health equity, and support for those disproportionately impacted by the harms associated with the ongoing overdose epidemic.
- NACCHO may reach out to applicants with questions or clarification.

VIII: Attachments

Required Application Resources

- 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 include:

- Alcoholic Beverages; 2 CFR 200.423; Costs of alcoholic beverages are unallowable.
- Bad Debts; 2 CFR 200.426; Bad debts (debts which have been determined to be uncollectable), including losses (whether actual or estimated) arising from uncollectable accounts and other claims, are unallowable. Related collection costs, and related legal costs, arising from such debts after they have been determined to be uncollectable are also unallowable. See also § 200.428.
- Contributions and donations; 2 CFR 200.434; Costs of contributions and donations, including cash, property, and services, from the non-Federal entity to other entities, are unallowable.
- Entertainment Costs; 2 CFR 200.438; Costs of entertainment, including amusement, diversion, and social activities and any associated costs are unallowable, except where specific costs that might otherwise be considered entertainment have a programmatic purpose and are authorized either in the approved budget for the Federal award or with prior written approval of the Federal awarding agency.
- Equipment and other capital expenditures; 2 CFR 200.439
- Fines and Penalties; 2 CFR 200.441; Costs resulting from non-Federal entity violations of, alleged violations of, or failure to comply with, Federal, state, tribal, local or foreign laws and regulations are unallowable, except when incurred as a result of compliance with specific provisions of the Federal award, or with prior written approval of the Federal awarding agency. See also § 200.435.
- Fund raising and investment management costs; 2 CFR 200.442
- Goods or services for personal use; 2 CFR 200.445; Costs of goods or services for personal use of the non-Federal entity's employees are unallowable regardless of whether the cost is reported as taxable income to the employees.
- Independent Research & Development, 45 CFR 75.476
- Interest; 2 CFR 200.449; Costs incurred for interest on borrowed capital, temporary use of endowment funds, or the use of the non-Federal entity's own funds, however represented, are unallowable. Financing costs (including interest) to acquire, construct, or replace capital assets are allowable, subject to the conditions in this section.
- Lobbying; 2 CFR 200.450; The cost of certain influencing activities associated with obtaining grants, contracts, or cooperative agreements, or loans is an unallowable cost.
 - 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

Not listed in the CFR, but unallowable under this funding award:

- Naloxone
- Syringes and pipes
- Clinical services
- 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.
- Please note this is not an exhaustive list, please see Standard unallowable costs are identified in
- 2 CFR 200, Subpart E—Cost Principles.