Date: June 30, 2022

To: Subscribers of the DCTS Action Memo Email Distribution List

From: Rose Kleman, Administrator

**Request for Applications - Technical Assistance Provider and Evaluator for Community Driven Approaches to Prevent Opioid Harm in Disproportionally Affected Populations Grantees**

**Summary**
This memo outlines a request for applications for an individual or organization to provide technical assistance to organizations receiving funding under the Community Driven Approaches to Prevent Opioid Harm in Disproportionally Affected Populations Grant Program. Two one-year grants of up to $75,000 will be awarded from this request for applications. The grantees will provide technical assistance to organizations engaging communities to create a culturally relevant opioid prevention strategic plan to reduce opioid use and promote overall well-being. The deadline to apply for funding is 11:59 p.m. September 7, 2022.

**Background**
Data shows increasing health inequities in Wisconsin related to the opioid epidemic. The overall rate in Wisconsin for opioid-related deaths was 15.8 deaths per 100,000 people in 2019 and 21.1 in 2020. Opioid-related deaths are disproportionately higher for some populations. The chart below shows the rate of opioid-related deaths for racial and ethnic populations in Wisconsin in 2019 and 2020.

<table>
<thead>
<tr>
<th>Race/Ethnicity</th>
<th>2019</th>
<th>2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Native American</td>
<td>37.1</td>
<td>39.6</td>
</tr>
<tr>
<td>Black</td>
<td>28.5</td>
<td>40.6</td>
</tr>
<tr>
<td>White</td>
<td>15.0</td>
<td>19.8</td>
</tr>
<tr>
<td>Hispanic</td>
<td>13.2</td>
<td>18.9</td>
</tr>
</tbody>
</table>

Additionally, data shows that the overall state rate for emergency room hospitalizations for opioid-related overdoses was 43.9 per 100,000 people in 2019 and 52.1 in 2020. Again, hospitalizations for opioid-related overdoses are disproportionately higher for some populations. The table on page 2 shows the rate of opioid-related emergency hospitalizations for racial and ethnic populations in Wisconsin in 2019 and 2020.
Emergency Room Hospitalizations for Opioid Overdoses
(Rate per 100,000 people)

<table>
<thead>
<tr>
<th>Race/Ethnicity</th>
<th>2019</th>
<th>2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Native American</td>
<td>97.1</td>
<td>129.0</td>
</tr>
<tr>
<td>Black</td>
<td>86.8</td>
<td>101.7</td>
</tr>
<tr>
<td>White</td>
<td>39.0</td>
<td>46.0</td>
</tr>
<tr>
<td>Hispanic</td>
<td>39.5</td>
<td>45.2</td>
</tr>
</tbody>
</table>

Primary prevention is an important component of the continuum of care that addresses the root causes of substance use. However, to address disparities and reduce opioid-related fatalities and harm, prevention activities need to be relevant to the community. Many evidence-based primary prevention programs are outdated and not culturally relevant for some populations.

Disproportionally affect populations are populations who face barriers in accessing and using primary prevention strategies, which could correspond to, but need not correspond to, those most adversely affected by health outcome inequities.

The grantees receiving funding under this request for applications will be known as a technical assistance provider.

Technical assistance providers will support community-based organizations in developing culturally relevant evidence-based practices, evidence-informed practices, or promising practices for opioid use prevention.

Strategic planning increases the effectiveness of prevention efforts by ensuring that the most appropriate programs and strategies are selected for communities. Technical assistance providers will support the community-driven planning process by guiding the engagement of a diverse group of people and supporting data-driven decisions to inform a comprehensive, evidence-based opioid prevention strategic plan.

To develop a solid prevention strategic plan, technical assistance providers will support:

- Prioritization of the risk and protective factors associated with opioid use and misuse that have been identified through a community assessment.
- Selection of appropriate prevention programs and practices to address each risk and protective factor.
- Utilization of varying levels of interventions and multiple strategies to ensure a comprehensive approach.
- Building and sharing a logic model with diverse community members to gain community readiness and support.

In year one, successful applicants will:

- Support the engagement of the community, including supporting their Community Driven Approaches to Prevent Opioid Harm in Disproportionally Affected Populations Grant Program partner(s) to collect data from key partner interviews, focus groups, community meetings, and listening sessions.
• Guide the community through the Strategic Prevention Framework. This includes reviewing data with their Community Driven Approaches to Prevent Opioid Harm in Disproportionally Affected Populations Grant Program partner(s), identifying gaps in programming/strategies, and helping identify future goals related to opioid prevention and health promotion.

• Guide an assessment of factors inside and outside the organizational structure of their Community Driven Approaches to Prevent Opioid Harm in Disproportionally Affected Populations Grant Program partner(s) that may impact their goals, including identifying current community resources, community readiness, and unique opportunities related to opioid prevention work.

• Identify sustainable and culturally relevant strategies to prevent opioid use and promote health and well-being including resources, community practices, and strategies to be implemented in the following years.

• Outline an evaluation plan for the prevention work.

If funding is available, the grants awarded as a result of this request for applications may be renewed for up to an additional two years. In years two and three, successful applicants would be required provide technical assistance to their Community Driven Approaches to Prevent Opioid Harm in Disproportionally Affected Populations Grant Program partner(s) related to implementation of prevention strategies, completion of data analysis, and evaluation of the project.

Eligibility for funding
• Applicants must show they are located in or work within a disproportionately affected population in Wisconsin.
• Applicants must have established relationships with disproportionately affected populations in Wisconsin.
• Applicants must have experience with providing technical assistance community engagement, the Strategic Prevention Framework, and evaluation processes and protocols.

Award and contract information
Awards will be made to responsive and responsible applicants that attain the highest scored applications as a result of a review of the applications by a panel of subject matter experts. Up to two grants of no more than $75,000 will be awarded.

DHS may negotiate the terms of the contract, including the award amount, with the selected applicant(s) prior to entering into a contract. If contract negotiations cannot be concluded successfully with a recommended applicant, DHS may terminate contract negotiations with that applicant.

The contracts resulting from this request for applications will be between DHS and the awarded applicant(s). Grantees using subcontractors will be responsible for ensuring subcontractors abide by all terms and conditions of the grant.

The contract term will be October 1, 2022, through September 30, 2023. This will be a standalone contract. All funds must be spent during the one-year contract period. If additional funding becomes available, the contract may be renewed for up to two years.

There is no match requirement for this grant.
Selected applicants must follow all guidelines for spending Substance Abuse Prevention and Treatment Block Grant funds, maintain a collaborative relationship with their Community Driven Approaches to Prevent Opioid Harm in Disproportionally Affected Populations Grant Program partner(s), and support the partner(s) in reporting client-level data and expenditures through the Substance Abuse Prevention Services Information Services (SAP-SIS).

Application design
Applications may submit up to two different applications if the applications are unique and outline different experiences and culturally relevant strategies for the targeted populations.

The text on typed pages must be single spaced with one-inch margins. Use 12-point Times New Roman font. Clearly highlight the sections of the application by using the headers listed below.

Applications will be reviewed and scored by an evaluation committee using the criteria listed below.

Applicants using subcontractors must describe the capacity of their potential subcontractors in their application.

Cover page (10 points): List the following details on one page.
- Individual or organization name
- Project or program title
- Organization leader (first name, last name, title) (if applicable)
- Website and/or social media page(s) (if applicable)
- Year organization or program was established (if applicable)
- Requested award amount in dollars
- Applicant primary contact information
  - First and last name, title
  - Email address
  - Phone number with area code
  - Mailing address (include city, state, and ZIP code)
- Describe the geographic areas served by the applicant (names of region(s), ZIP code(s), county(ies), city(ies), neighborhood(s), tribal nations/reservation(s), etc.)

Project narrative: The project narrative should be a maximum of six pages.
- Capacity and experience (30 points)
  - Describe your established relationships within the disproportionally affected population you are applying to work with under this grant. Include your experiences working with and engaging that population.
  - Describe your past experience with primary prevention or other behavioral health projects. Include your experiences adapting evidence-based strategies to be culturally relevant to address risk factors in diverse communities.
  - Describe your past experience with program evaluation including qualitative and quantitative data collection, analysis, reporting, and dissemination of research findings. Include any experience with evaluating systems change outcomes.
  - Describe your commitment to inclusion, diversity, equity, and accessibility.
- Plan (40 points)
Describe how you would approach building mutual trust and respect and maintaining collaborative relationships with Community Driven Approaches to Prevent Opioid Harm in Disproportionally Affected Populations Grant Program partner(s).

Describe your plan to support Community Driven Approaches to Prevent Opioid Harm in Disproportionally Affected Populations Grant Program partner(s) with community engagement throughout planning and implementation of an opioid prevention strategic plan.

Describe how you will include sustainability of the opioid prevention and health promotion strategies.

Describe how you will outline an evaluation plan that will systematically focus on culture and racial equity. How will you ensure your evaluation plan relates to the core values of the cultures, environments, and community contexts?

**Contract application (10 points):** Complete the DCTS Annual Grant/Contract Application, F-21276, with a work plan that addresses how each of the goals of this grant will be accomplished. The goals should be Specific, Measurable, Achievable, Relevant, and Time-Bound (SMART).

**Budget worksheet (10 points):** Complete the DCTS Summary Line Item Budget, F-01601.

If you are experiencing issues accessing the required forms for your application, visit the DHS Forms Library and use the form number to search for the form.

**Application process**

Completed applications must be emailed to Elizabeth Adams by 11:59 p.m. September 7, 2022. Late applications will not be accepted.

An email confirming receipt of the application will be sent within three business days. Applicants who do not receive an email confirmation within three business days should contact Elizabeth Adams at 608-733-0140.

Completed applications will include the following email attachments

- The cover page and project narrative as a PDF or a Microsoft Word document.
- A completed DCTS Annual Grant/Contract Application, F-21276 using SMART objectives.
- A completed DCTS Summary Line Item Budget, F-01601.
- A completed Certification Regarding Debarment and Suspension, F-01788.

All questions about this request for applications must be emailed to Elizabeth Adams.

**CENTRAL OFFICE CONTACT**

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Memo websites

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