



Drug Overdose Prevention Program Mini-Grant Application

Please note new deadline: [Friday, April 10, 2020 at 5 p.m.](#)

The Rhode Island Department of Health (RIDOH) is offering mini-grants of up to \$4,950 to community-based organizations to support projects that address the overdose epidemic in Rhode Island. **Priority will be given to proposals that address the intersection of overdose and the emerging coronavirus disease (COVID-19) pandemic within a specific target population.** Please include a clear statement about how your proposed project addresses *both* the COVID-19 pandemic and overdose in your application.

Eligible applicants are non-profit organizations and/or government entities with experience providing services, support, and engagement to populations affected by overdose in the state.

Applications must be submitted no later than **5 p.m. on Friday, April 10, 2020** to [Lauren Conkey](#). The program anticipates funding five to seven awards to separate organizations during this mini-grant cycle; one application per agency will be reviewed; one application per agency will be reviewed.

Mini-grant projects must be completed within three months or less of Purchase Order (PO) receipt. Final report, project deliverables (if applicable), and project invoice are due within 30 days of project completion. The anticipated dates of project implementation are **May 1, 2020 - July 31, 2020**.

To apply:

1. Complete the Drug Overdose Prevention Mini-Grant Application
2. Submit a [W-9](#) to ensure timely processing of the grant award

Please note:

Due to Federal budget restrictions, mini-grant funds may *not* be used for the purchase of naloxone, fentanyl test strips, harm reduction kits, implementation or expansion of prescription drug “take-back” programs (including Deterra™ Drug Deactivation bags or drug disposal boxes), or direct funding or expansion of substance use treatment programs.



Rhode Island Department of Health

Drug Overdose Prevention Program

Mini-Grant Application

Instructions: Please complete Sections I – V of the mini-grant application.

RIDOH is seeking applications for innovative or evidence-based interventions to address the overdose epidemic at the local level. Priority will be given to those applications that also respond to the emerging COVID-19 pandemic at a local level. All projects must be data-driven and address a specific need (or needs) within your target population. To inform your project proposal, we suggest reviewing the following sources of data:

- [Municipal Overdose Data Reports](#) for the relevant city/town in Rhode Island
- [Prevent Overdose RI](#)
- Community needs assessments conducted by your Health Equity Zone (HEZ) collaborative, where available
- Local Community Overdose Engagement (CODE) plans

While RIDOH encourages the development of innovative mini-grant proposals whenever feasible, we also suggest that applicants refer to the [Master List of Evidence-Based and Innovative Interventions](#) for a comprehensive list of initiatives shown to be effective at reducing overdose-related harms. For your reference, summaries of previously funded mini-grant projects can be found [here](#).

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SECTION I: AGENCY CAPACITY (10 points)

Briefly describe your organization’s experience in providing services and support to populations affected by drug overdose. Include any experience conducting overdose prevention and response work. Use of bullet points is acceptable.

250 words maximum

SECTION II: SCOPE OF WORK (20 points)

Provide a detailed summary of the proposed project. Include the target population and a brief rationale for the project, including any supporting data or evidence of need. Project can be innovative or evidence-based. If you plan to implement an innovative intervention, please describe how this innovation will address any existing gaps in resources or services. Use of bullet points is encouraged.

300 words maximum

SECTION III: PROJECTED OUTCOMES AND EVALUATION (10 points)

What is/are the short-term outcome(s) of the project (products developed; number of people reached)? How will you measure progress? Add or delete rows as necessary.

Project Outcome(s)	How will you measure outcome success?
<i>Example:</i> By July 31, 2020, we will train 50 staff members on the administration of naloxone.	<i>Example:</i> Logs and sign-in sheets will be kept at each naloxone administration training. Number of staff trained by July 31, 2020 will be tallied.
1.	1.
2.	2.
3.	3.

SECTION IV: PERSONNEL AND WORK PLAN (10 points)

List the staff that will be involved with the project and *briefly* describe their relevant experience. Add or delete rows as necessary.

Name	Title	Contact Information	Experience
1.			
2.			

Provide a detailed work plan and timeline, listing all steps for implementation. All grant activities must be completed within three months or less of purchase order receipt. The exact start date will be dependent on State purchasing procedures. Agencies may anticipate contracts to be in place by **May 1, 2020**, with the understanding that processing delays may occur. Add or delete rows as necessary.

Activities	Staff Responsible	Begin Date	End Date
1.			
2.			
3.			
4.			

SECTION V: BUDGET NARRATIVE (10 points)

Please list and briefly describe your proposed budget. Be sure to **include hourly rate and total number of hours for all staff time listed**. Add or delete rows as necessary. Please keep in mind that the maximum allowable budget for this project is \$4,950.00.

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Item/Staff	Amount	Justification
1.	\$	
2	\$	
3.	\$	
4	\$	
5.	\$	
6.	\$	
7.	\$	
8.	\$	
9.	\$	
Total Budget	\$	

If you have any questions, please contact [Lauren Conkey](#) or 401-222-7622.