



INTRODUCTION

The Woonsocket Prevention Coalition (WPC), formally doing business as the Blackstone Valley Prevention Coalition (BVPC), is a 501 (c) 3, non-profit organization with a mission, “to develop, implement and advocate for effective community-based prevention initiatives.” The WPC/BVPC is the legal fiscal/administrative entity for the Blackstone Valley Region, comprised of the Prevention Coalitions of Burrillville, Central Falls, Cumberland, Lincoln, N. Smithfield, Pawtucket and Woonsocket. The Region operates under a Regional Strategic Prevention Plan that was developed from comprehensive needs assessment data by which science-based strategies were chosen to address selected populations and communities’ needs. This RFP is being issued by the WPC/BVPC through grant funding under the State Overdose Response Grant administered through the Department of Behavioral Healthcare, Developmental Disabilities and Hospitals.

BID PACKAGE SPECIFICATIONS

Opioid Overdose Solutions Activities

The Woonsocket Prevention Coalition (WPC), doing business as the Blackstone Valley Prevention Coalition (BVPC), seeks providers of services within the region to support statewide efforts to reduce opioid use and overdose, for the period of September 2019 through December 2019. An original and 7 copies are due on Tuesday, August 6, 2019 at 4:00 pm at the BVPC, 169 Main Street, second floor, Woonsocket, Rhode Island, 02895. Proposals submitted late will not be considered.

The RFP is available to download at www.blackstonevalleypreventioncoalition.org or www.riprc.org or by contacting Mary Cimini, BVPC State Overdose Response (SOR) Grant Coordinator, mciminibvpc@gmail.com or Lisa M. Carcifero, MSW, LICSW, CPSS, Regional Director at lcarcifero@woonsocketpreventioncoalition.org.

Overview of Project:

The Rhode Island Department of Behavioral Healthcare, Developmental Disabilities and Hospitals (BHDDH) has awarded State Opioid Response funds to the BVPC to carry out activities addressing the opioid overdose crisis.

The WPC, dba BVPC, will be awarding separate contracts to provide services in the areas of:

- *Prevention*
- *Recovery*
- *Rescue*

These contracts will be for delivery of programs and activities specifically engaging target populations, not for needs assessment, community surveys or other planning activities. Funds are not intended for direct purchase of food.

The combined long-term goal of these areas of focus will be to reduce opioid overdose, with an intermediate outcome of reducing past 30-day use of opioids within the region. Objectives of activities to be carried out under each area of focus are described below.

Applicants must indicate under which of the areas of focus (*Prevention, Recovery, Rescue*) their proposed activities and requested funding fall. Applicants may submit one response to this RFP that includes requests for funding under multiple areas of focus, but the request must include separate descriptions of strategy, budgets, timelines, etc. (items 1-10 below) for the activities proposed under each area of focus. Each proposed strategy/activity submitted under a single RFP response will be evaluated and considered for funding separately.

Applicants are encouraged to submit a proposal as an individual organization, or as a joint effort of multiple organizations carrying out complimentary activities. In the case of a joint proposal, the proposal must identify which organization is serving as fiscal agent of the partnership, and roles and responsibilities of all partners in carrying out the proposed work.

Objectives and Available Funding:

The long-term goal of this project is to reduce opioid overdose. The intermediate outcome is to reduce past 30-day use of opioids in communities served. The short-term outcomes are to: increase perception of risk or harm associated with opioid use; increase access to recovery supports; and increase access to naloxone and knowledge of rescue strategies.

Prevention

Activities will have the intended objective of **increasing perception of risk of harm of opioid use among populations at risk of overdose within one or more of the cities/towns within the Blackstone Valley Prevention Coalition (BVPC) region**. Proposals will be considered with budgets in the range of \$10,000 to \$20,000.

Recovery

Activities will have the intended objective of **increasing access to Opioid Use Disorder (OUD) recovery supports for individuals in the BVPC region**. Proposals will be considered with budgets in the range of \$10,000 to \$15,000.

Rescue

Activities will have the intended objective of **increasing access to naloxone for people at risk of overdosing in the BVPC region, and/or increasing knowledge of rescue strategies among people in the BVPC region or organizations that serve them**. Proposals will be considered with budgets in the range of \$10,000 to \$15,000.

Required Activities:

Funded applicants in any of the above areas of focus will be required to:

- Carry out programming and/or activities as identified by the applicant to address the objectives of the specific area of service as described above.
- Collect and report program data monthly, including descriptions of activities and age, gender and race/ethnicity of participants.
- Submit monthly invoices, utilizing a template to be provided, with all necessary documents/receipts to support budget invoice expenditures.
- Designate staff to attend monthly meetings of the BVPC Region to share with and learn from other organizations focused on substance abuse prevention, recovery and rescue.
- Attend quarterly meetings of all BVPC Regional Opioid Response sub-grantees, coordinated by the BVPC SOR Grant Coordinator.
- Communicate regularly with the BVPC SOR Grant Coordinator regarding updates, needs, and challenges.
- Submit invoices and reports in a timely manner as required by the BVPC and BHDDH.

Minimum Qualifications:

To be considered for funding in any of the areas of focus, applicants must demonstrate:

- A minimum of (5) years of experience in serving the target population
- Knowledge and familiarity with the challenges and needs of the target population
- Experience in successful completion of projects of similar scope and complexity
- History of fiscal responsibility as evidenced by prior projects.

Application Specifications:

In addition to the BVPC standard required bid documents, proposals must include a narrative and supporting documents **in the following order:**

1. **Area of Focus:** Identification of the above area of focus addressed by proposed work.
2. **Description of Strategy/Activity:** Detailed description of activities proposed under the selected area of focus, including identification of need and anticipated outcomes.
3. **Target Population:** Description of target population, including needs, priorities and social, cultural, linguistic or other barriers to participation particular to that population; and the Applicant's experience with and strategy for successful engagement of this population in the program/activity.
4. **Outcomes and Evaluation:** Description of anticipated outcomes and method of tracking and measuring progress toward them.
5. **Applicant Qualifications:** Demonstration of Applicant's success in carrying out projects of similar scope and scale.
6. **Project Lead:** Identified Project Lead who will be responsible for attending required meetings, maintaining communication and representing the work to the Coalition and other partners.
7. **Budget Narrative:** Detailed description of use of requested funds.
8. **Resumes** of all key staff working on project.
9. **Timeline:** A proposed timeline of work for the funding period of 9/9/2019-12/31/2019.
10. **Sustainability Plan:** A plan of how the proposed activities might be sustained beyond the funding period.

11. **Budget Detail** using the attached Budget Template. **Please email lcarcifero@woonsocketpreventioncoalition.org for a copy of the budget template in Excel with all formulas included.**

- Budgets must be inclusive of all costs to be covered by the requested funds.
- Basic needs such as food, clothing or housing will not be funded.
- Budgets must include staff time for required meeting attendance described and reporting requirements.
- Budgets must be broken down by line item.
- Funds are available on a reimbursable basis. Monthly invoices with receipts are due by the 8th of each month and must be accompanied by a report showing activities tied to the requested funding and documents/receipts to support expenditures.
- The BVPC reserves the right to adjust budget ranges, not fund proposals at all, and to reissue RFP.

For each proposed strategy/activity, total application length for items 1-7 above is not to exceed 6 pages (minimum 11 point font, 1 inch margins, 1.5 spacing). Items 8-10 (staff resumes, timeline and budget detail) may be included on additional pages.

Scoring of Proposals:

Proposals will be scored as follows. Proposals must meet the minimum of 80 out of 100 points to be considered.

Categories	Total Points
<p>Strength of Approach</p> <ul style="list-style-type: none"> • Potential of the proposed work plan to effectively meet stated objectives of the identified focus area • Understanding of the proposed target population, including needs, priorities, and strategies for overcoming barriers to participation • Creativity of approach in engaging populations that are underserved by and/or under-engaged in existing prevention activities • Well-defined success metrics and plan for tracking progress toward outcomes • Well-defined and realistic timeline for delivering proposed work within the grant period 	25
<p>Applicant Qualifications</p> <ul style="list-style-type: none"> • Demonstrated five years of successfully engaging and serving the target population • Demonstrated success on past projects of similar scope and complexity 	25
<p>Staff</p> <ul style="list-style-type: none"> • Qualifications and relevant individual experience • Experience working with target population • Time commitment of staff • Qualifications and relevant experience of any identified consultant or subcontractor 	25
<p>Budget</p> <ul style="list-style-type: none"> • Appropriate scale of funds requested for proposed work plan • Appropriate plan to spend down funds as specified within the defined grant periods 	25
Total Eligible Points	100

Funding:

Proposals will be scored against others applying under the same area of focus. The highest-scoring proposal under each area of focus will be funded. If remaining funds allow, the next-highest scoring proposal will be funded fully or partially. This pattern will be followed until all funds have been awarded. The WPC/BVPC reserves the right not to fund any of the submitted proposals, or fully or partially fund a subgrantee subsequent to negotiations/communication between both parties.

Proposers will be notified in writing via e-mail of the results of the proposal review by August 23, 2019.

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