

INTRODUCED: September 9, 2024

AN ORDINANCE No. 2024-211

To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to accept funds in the amount of \$5,000.00 from Henrico County, and to amend the Fiscal Year 2024-2025 Special Fund Budget by increasing estimated revenues and the amount appropriated to the Department of Neighborhood and Community Services’ “OAA Resource Mapping Project Special Fund” by \$5,000.00, for the purpose of creating a resource map in collaboration with Henrico County to combat the opioid crisis.

\_\_\_\_\_  
Patron – Mayor Stoney

\_\_\_\_\_  
Approved as to form and legality  
by the City Attorney  
\_\_\_\_\_

PUBLIC HEARING: SEP 23 2024 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That the Chief Administrative Officer, for and on behalf of the City of Richmond, is authorized to accept funds in the amount of \$5,000.00 from Henrico County for the purpose of creating a resource map in collaboration with Henrico County to combat the opioid crisis.

§ 2. That Article I, Section 2 of Ordinance No. 2024-099, adopted May 13, 2024, which adopted a Special Fund Budget for the fiscal year commencing July 1, 2024, and ending June 30, 2025, and made appropriations pursuant thereto, be and is hereby amended by increasing the

AYES:            9            NOES:            0            ABSTAIN: \_\_\_\_\_

ADOPTED:    SEP 23 2024    REJECTED: \_\_\_\_\_    STRICKEN: \_\_\_\_\_

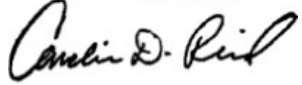
amount appropriated for expenditures by \$5,000.00, and allotting to the Department of Neighborhood and Community Services' "OAA Resource Mapping Project Special Fund" the sum of \$5,000.00, for the purpose of creating a resource map in collaboration with Henrico County to combat the opioid crisis.

§ 3. This ordinance shall be in force and effect upon adoption.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
CITY ATTORNEY'S OFFICE

A TRUE COPY:  
TESTE:

  
City Clerk



# City of Richmond

900 East Broad Street  
2nd Floor of City Hall  
Richmond, VA 23219  
www.rva.gov

## Master

**File Number: Admin-2024-1001**

**File ID:** Admin-2024-1001

**Type:** Request for Ordinance or Resolution

**Status:** Regular Agenda

**Version:** 1

**Reference:**

**In Control:** City Clerk Waiting Room

**Department:**

**Cost:**

**File Created:** 08/16/2024

**Subject:**

**Final Action:**

**Title:**

**Internal Notes:**

**Code Sections:**

**Agenda Date:** 09/09/2024

**Indexes:**

**Agenda Number:**

**Patron(s):**

**Enactment Date:**

**Attachments:** Admin-2024-1001 Henrico County Cooperative Project Grant Award Ordinance AATF, Admin-2024-1001 VOAA FY 25 Cooperative Project Full Application, Admin-2024-1001 VOAA FY 25 Cooperative Project Award Package

**Enactment Number:**

**Contact:**

**Introduction Date:**

**Drafter:**

**Effective Date:**

**Related Files:**

### Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	8/16/2024	Traci DeShazor	Approve	8/19/2024
1	2	8/16/2024	Meghan Brown	Approve	8/19/2024
1	3	8/19/2024	Sheila White	Approve	8/19/2024
1	4	8/19/2024	Cynthia Osborne - FYI	Notified - FYI	
1	5	8/19/2024	Sabrina Joy-Hogg	Approve	8/20/2024
1	6	8/19/2024	Jeff Gray	Approve	8/21/2024
<b>Notes:</b> Approved: Out of Office					
1	7	8/21/2024	Lincoln Saunders	Approve	8/27/2024
1	8	8/29/2024	Mayor Stoney	Approve	9/4/2024

### History of Legislative File

**Master Continued (Admin-2024-1001)**

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<b>Ver- sion:</b>	<b>Acting Body:</b>	<b>Date:</b>	<b>Action:</b>	<b>Sent To:</b>	<b>Due Date:</b>	<b>Return Date:</b>	<b>Result:</b>
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**Text of Legislative File Admin-2024-1001**

**City of Richmond**  
Intracity Correspondence

**O&R Transmittal**

**DATE:** Tuesday, July 29, 2024

**TO:** The Honorable Members of City Council

**THROUGH:** The Honorable Levar M. Stoney, Mayor

**THROUGH:** J.E. Lincoln Saunders, Chief Administrative Officer

**THROUGH:** Sabrina Joy-Hogg, DCAO for Finance and Administration

**THROUGH:** Sheila White, Director of Finance

**THROUGH:** Meghan Brown, Acting Director of Budget and Strategic Planning

**THROUGH:** Traci DeShazor, DCAO for Human Services

**FROM:** J.D. Ratliff, Policy Advisor

**RE:** To accept and appropriate grant funds from Henrico County in the total amount of \$5,000.00 for the purposes of creating a collaborative resource map that supports the City’s efforts to combat the opioid crisis.

**ORD. OR RES. No.**

**PURPOSE:** To authorize the Chief Administrative Officer to accept funds in the total amount of \$5,000.00 from Henrico County, and to amend the Fiscal Year 2024-2025 Special Fund Budget by appropriating the increase to the Fiscal Year 2025 Special Fund Budget by increasing estimated revenues and the amount appropriated to the Department of Neighborhood and Community Services’ OAA Resource Mapping Project Special Fund by \$5,000.00 for the purpose of creating a resource map in collaboration with Henrico County.

**BACKGROUND:** Virginia’s Opioid Abatement Authority is an independent body, the purpose of which is to abate and remediate the opioid epidemic in the Commonwealth through financial support from the Fund, in the form of grants, donations, or other assistance, for efforts to treat, prevent, and reduce opioid use disorder and the misuse of opioids in the Commonwealth. The Virginia Opioid

Abatement Authority (VOAA) has an annual application cycle that includes a competitive grant opportunity for proposals involving collaborations between two or more localities. During this cycle, the City of Richmond submitted a cooperative project proposal with Henrico County. The City will serve as the lead applicant and fiscal agent. On May 31, 2024, the City of Richmond was notified by the VOAA that the cooperative project proposed by the City and Henrico was approved with a total funding amount of \$183,170. This \$183,170 includes \$5,000 of matching funds committed by Henrico County. The City's proposal was chosen and developed in direct partnership with stakeholders from Henrico County and the Richmond Opioid Task Force. The Richmond Opioid Task Force is composed of internal, quasi-government, non-profit partners as well as subject matter experts including representation from Henrico County and the Richmond Henrico Health District.

As part of the award conditions, the City of Richmond and Henrico County must have a written memorandum of understanding or contract by which the implementing organization agrees to comply with all applicable grant terms, conditions, and assurances. This ordinance authorizes acceptance of \$5,000 of funding from Henrico County, which originates from Henrico's VOAA Gold Standard Incentive allocation.

The City's proposal was chosen and developed in direct partnership with stakeholders from Henrico County and the Richmond Opioid Task Force. The Richmond Opioid Task Force is composed of internal, quasi-government, non-profit partners as well as subject matter experts. This project will build on the efforts of the "Implementing Opioid Strategies at the Local Level" (IOPSSL) grant held by the Richmond Henrico Health District from the National Association of County and City Health Officials for a Resource Mapping project. The IOPSSL grant allowed RHHD to hire a team of resource mapping specialists to develop a comprehensive listing of substance use disorder resources in the City of Richmond and the Henrico County. The project awarded to the City of Richmond by the VOAA will build on these efforts by ensuring the maintenance and continued monitoring of the guide as well as development of a user-friendly website, data dashboard, and related tools for public access.

With adoption of this ordinance, the Administration will ensure that all funds will go toward approved

uses in compliance with the National Opioid Settlement and the Virginia Opioid Abatement Authority. Investing in a resource mapping website is an evidenced based approach to opioid remediation. This grant from the Virginia Opioid Abatement Authority will fully cover all costs associated with the project as approved by the VOAA. Additionally, adoption of this ordinance approves all tasks associated with the appropriation of these funds.

**COMMUNITY ENGAGEMENT:** This proposal was informed by significant stakeholder engagement and developed with direct input and support from external agencies and subject matter experts on the Richmond Opioid Task Force.

**STRATEGIC INITIATIVES AND OTHER GOVERNMENTAL:** RES. 2022-R013 declaring opioid drug overdose deaths as a public health crisis in the City of Richmond; Richmond Opioid Task Force.

**FISCAL IMPACT:** The total amount of this award is \$5,000.00. There is no city match requirement.

**DESIRED EFFECTIVE DATE:** Upon adoption

**REQUESTED INTRODUCTION DATE:** September 9, 2024

**CITY COUNCIL PUBLIC HEARING DATE:** September 23, 2024

**REQUESTED AGENDA:** Consent agenda

**RECOMMENDED COUNCIL COMMITTEE:** Finance and Economic Development

**AFFECTED AGENCIES:** Budget and Strategic Planning, Finance, and Human Services

**RELATIONSHIP TO EXISTING ORD. OR RES.:** Res. No. 2018-R094; Ord. No. 2021-234; Res. No. 2021-R078; Resolution 2022-R013; Res. No. 2023-R010; Ord. No. 2023-293; Ord. No. 2024-099. This Ordinance is a companion paper to Admin-2024-0999 and Admin-2024-1000. This Ordinance should be introduced and adopted after Admin-2024-0999 and Admin-2024-1000.

**ATTACHMENTS:** Virginia Opioid Abatement Authority FY 25 Cooperative Project Award Package; Virginia Opioid Abatement Authority FY 25 Cooperative Project Full Application; Virginia Opioid Abatement Authority FY 25 Cooperative Project Operational Agreement

**STAFF:** Michael Fatula, Opioid Response Coordinator, 804-944-7291, [Michael.fatula@rva.gov](mailto:Michael.fatula@rva.gov)  
<<mailto:Michael.fatula@rva.gov>>

Dominic Barrett, Strategic Projects and Grants Advisor, 804-646-5861, [dominic.barrett@rva.gov](mailto:dominic.barrett@rva.gov)  
<<mailto:dominic.barrett@rva.gov>>



# VIRGINIA OPIOID ABATEMENT AUTHORITY

701 E. Franklin St, Ste 803, Richmond, VA 23219 | 804-500-1810 | [info@voaa.us](mailto:info@voaa.us) | [www.voaa.us](http://www.voaa.us)

July 1, 2024

## Board of Directors

[Senator Todd Pillion](#)  
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[Dr. Sarah Thomason,](#)  
[PHARM.D](#)  
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[Daryl Washington](#)  
Fairfax-Falls Church  
CSB

[Dr. James Thompson,](#)  
[MD](#)  
Master Center for  
Addiction Medicine

Richmond City  
Dominic Barrett  
Strategic Projects and Grants Advisor  
900 East Broad Street  
Richmond, Virginia 23219  
[dominic.barrett@rva.gov](mailto:dominic.barrett@rva.gov)

Dear Mr. Barrett,

As Chairman of the Virginia Opioid Abatement Authority (OAA) I am pleased to inform you that The City of Richmond, acting as fiscal agent on behalf of itself, Henrico County, has been awarded a Cooperative Partnership grant in the amount of \$173,170.00 to support its Resource Mapping of Substance Use Related Resources project.

Included in this award are Individual Distribution and/or Gold Standard Incentive awards pledged as a match to this project for the following localities: The City of Richmond - \$5,000.00; Henrico County - \$5,000.00. The total award amount for this project is \$183,170.00.

The OAA Board of Directors has invested considerable time and effort to ensure that Virginia allocates its share of the national opioid settlements in a manner that saves lives, restores families, and safeguards communities. This is a major challenge and will require a strengthening of partnerships between community-based organizations, local governments, state agencies, and many other stakeholders. Efforts such as the Resource Mapping of Substance Use Related Resources project have the potential to exemplify how we can work together to turn the tide of the opioid crisis in Virginia.

Details about the award being offered by the OAA are attached to this letter. We look forward to receiving your acceptance and to working together on this important mission.

Sincerely,

A handwritten signature in blue ink, appearing to read "Todd", is written over a light blue horizontal line.

Senator Todd Pillion, Chairman  
Virginia Opioid Abatement Authority Board of Directors





# VIRGINIA OPIOID ABATEMENT AUTHORITY

## AWARD ACCEPTANCE PACKAGE

701 E. Franklin St, Ste 803, Richmond, VA 23219 | 804-500-1810 | [info@voaa.us](mailto:info@voaa.us) | [www.voaa.us](http://www.voaa.us)

July 1, 2024

Richmond City  
Dominic Barrett  
Strategic Projects and Grants Advisor  
900 East Broad Street  
Richmond, Virginia 23219  
[dominic.barrett@rva.gov](mailto:dominic.barrett@rva.gov)

### **RE: Cooperative Partnership - Resource Mapping of Substance Use Related Resources**

This letter confirms that on May 23, 2024, the Virginia Opioid Abatement Authority's (OAA) Grants Committee voted to award **\$173,170.00** as a Cooperative Partnership grant to **The City of Richmond**, acting as fiscal agent on behalf of itself, and Henrico County for **fiscal year 2025** to support Resource Mapping of Substance Use Related Resources project.

Included in this award are Individual Distribution and/or Gold Standard Incentive awards pledged as a match to this project for the following localities: **The City of Richmond - \$5,000.00; and Henrico County - \$5,000.00**. The total amount awarded for this project is \$183,170.00.

Cooperative Partnership funds will be transmitted to the fiscal agent. Matching funds transmitted by the OAA will be sent to the pledging city or county. Each award transmittal will be a lump sum payment and not paid in installments or on a reimbursement basis.

The performance period for fiscal year 2025 is **July 1, 2024 - June 30, 2025**. A report will be due by September 1, 2025, regarding the performance measures and the use of the funds.

Attached to this letter are the financial details, contingencies, terms and conditions, the approved performance measures, and a signature page accepting all contents and terms of the award.

Please sign and return a copy of this award package to [info@voaa.us](mailto:info@voaa.us). The OAA will be in touch if any additional information is needed to transmit the award. This grant number is **COOP760402-0A01**.

The OAA will gladly assist you in any way we can to assure your plans are successful.

Thanks and Regards,

A handwritten signature in black ink, appearing to be "CL", written over a white background.

Cecil "Charlie" Lintecum  
Director of Operations  
804-500-1811  
[clintecum@voaa.us](mailto:clintecum@voaa.us)  
[www.voaa.us](http://www.voaa.us)



### OAA Award Financial Details

Cooperative Partnership Fiscal Agent  
**Richmond City**

	<u>FY2024</u>	<u>FY2025</u>
Total Project Cost	\$0.00	\$183,170.00
Total Non-OAA Funds	\$0.00	\$0.00
<b>Total OAA Awards</b>	<b>\$0.00</b>	<b>\$183,170.00</b>

Project Title: **Resource Mapping of Substance Use Related Resources** Grant Number: **COOP760402-0A01**

<u>OAA Grant Award(s)</u>			<u>OAA Matching Grant Award(s)</u>			<u>Non-OAA Matching Funds</u>		
OAA Grant Type(s)	FY2024	FY2025	OAA Matching Grant Type(s)	FY2024	FY2025	Non-OAA Matching Type(s)	FY2024	FY2025
Cooperative Partnership	\$0.00	\$173,170.00	Individual Distribution	\$0.00	\$10,000.00	Direct Distribution	\$0.00	\$0.00
Cooperative Partnership Carry Forward	\$0.00	\$0.00	Gold Standard	\$0.00	\$0.00	General Funds	\$0.00	\$0.00
Cooperative Planning	\$0.00	\$0.00	Individual Distribution Carry Forward	\$0.00	\$0.00	Other Grants	\$0.00	\$0.00
Unrestricted Support	\$0.00	\$0.00	Gold Standard Carry Forward	\$0.00	\$0.00	Donations	\$0.00	\$0.00
<b>Total OAA Grant Award(s)</b>	<b>\$0.00</b>	<b>\$173,170.00</b>	<b>Total OAA Matching Grant Award(s)</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	Other Funds [Description]	\$0.00	\$0.00
Cooperative Partnership Funds will be transmitted to the fiscal agent city or county.			Matching Grant and Non-OAA Matching Funds details for each partner are available on the subsequent page.  OAA Matching Grant Funds will be transmitted to the matching city or county.			<b>Total Non-OAA Matching Funds</b>	<b>\$0.00</b>	<b>\$0.00</b>
						Non-OAA Matching Funds are not awarded by OAA, however their inclusion in an OAA award designates them a contingent revenue for the awarded project.		

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## OAA Award Cooperative Partnership Matching Details

Cooperative Partnership Fiscal Agent

**Richmond City**

	FY2024	FY2025
Total Project Cost	\$0.00	\$10,000.00
Total Non-OAA Matching Funds	\$0.00	\$0.00
<b>Total OAA Matching Awards</b>	<b>\$0.00</b>	<b>\$10,000.00</b>

Project Title:

**Resource Mapping of Substance Use Related Resources**

Grant Number:

**COOP760402-0A01**

Matching City or County*		
Richmond City		
OAA Matching Grant Award(s)		
OAA Matching Grant Type(s)	FY2024	FY2025
Individual Distribution	\$0.00	\$5,000.00
Gold Standard	\$0.00	\$0.00
Individual Distribution Carry Forward	\$0.00	\$0.00
Gold Standard Carry Forward	\$0.00	\$0.00
<b>Total OAA Matching Grant Award(s)</b>	<b>\$0.00</b>	<b>\$5,000.00</b>
Non-OAA Matching Funds		
Non-OAA Matching Type(s)	FY2024	FY2025
Direct Distribution	\$0.00	\$0.00
General Funds	\$0.00	\$0.00
Other Grants	\$0.00	\$0.00
Donations	\$0.00	\$0.00
Other Funds [Description]	\$0.00	\$0.00
<b>Total Non-OAA Matching Funds</b>	<b>\$0.00</b>	<b>\$0.00</b>

Matching City or County*		
Henrico County		
OAA Matching Grant Award(s)		
OAA Matching Grant Type(s)	FY2024	FY2025
Individual Distribution	\$0.00	\$5,000.00
Gold Standard	\$0.00	\$0.00
Individual Distribution Carry Forward	\$0.00	\$0.00
Gold Standard Carry Forward	\$0.00	\$0.00
<b>Total OAA Matching Grant Award(s)</b>	<b>\$0.00</b>	<b>\$5,000.00</b>
Non-OAA Matching Funds		
Non-OAA Matching Type(s)	FY2024	FY2025
Direct Distribution	\$0.00	\$0.00
General Funds	\$0.00	\$0.00
Other Grants	\$0.00	\$0.00
Donations	\$0.00	\$0.00
Other Funds [Description]	\$0.00	\$0.00
<b>Total Non-OAA Matching Funds</b>	<b>\$0.00</b>	<b>\$0.00</b>

Matching City or County*		
N/A		
OAA Matching Grant Award(s)		
OAA Matching Grant Type(s)	FY2024	FY2025
Individual Distribution	\$0.00	\$0.00
Gold Standard	\$0.00	\$0.00
Individual Distribution Carry Forward	\$0.00	\$0.00
Gold Standard Carry Forward	\$0.00	\$0.00
<b>Total OAA Matching Grant Award(s)</b>	<b>\$0.00</b>	<b>\$0.00</b>
Non-OAA Matching Funds		
Non-OAA Matching Type(s)	FY2024	FY2025
Direct Distribution	\$0.00	\$0.00
General Funds	\$0.00	\$0.00
Other Grants	\$0.00	\$0.00
Donations	\$0.00	\$0.00
Other Funds [Description]	\$0.00	\$0.00
<b>Total Non-OAA Matching Funds</b>	<b>\$0.00</b>	<b>\$0.00</b>

Matching City or County*		
N/A		
OAA Matching Grant Award(s)		
OAA Matching Grant Type(s)	FY2024	FY2025
Individual Distribution	\$0.00	\$0.00
Gold Standard	\$0.00	\$0.00
Individual Distribution Carry Forward	\$0.00	\$0.00
Gold Standard Carry Forward	\$0.00	\$0.00
<b>Total OAA Matching Grant Award(s)</b>	<b>\$0.00</b>	<b>\$0.00</b>
Non-OAA Matching Funds		
Non-OAA Matching Type(s)	FY2024	FY2025
Direct Distribution	\$0.00	\$0.00
General Funds	\$0.00	\$0.00
Other Grants	\$0.00	\$0.00
Donations	\$0.00	\$0.00
Other Funds [Description]	\$0.00	\$0.00
<b>Total Non-OAA Matching Funds</b>	<b>\$0.00</b>	<b>\$0.00</b>

Matching City or County*		
N/A		
OAA Matching Grant Award(s)		
OAA Matching Grant Type(s)	FY2024	FY2025
Individual Distribution	\$0.00	\$0.00
Gold Standard	\$0.00	\$0.00
Individual Distribution Carry Forward	\$0.00	\$0.00
Gold Standard Carry Forward	\$0.00	\$0.00
<b>Total OAA Matching Grant Award(s)</b>	<b>\$0.00</b>	<b>\$0.00</b>
Non-OAA Matching Funds		
Non-OAA Matching Type(s)	FY2024	FY2025
Direct Distribution	\$0.00	\$0.00
General Funds	\$0.00	\$0.00
Other Grants	\$0.00	\$0.00
Donations	\$0.00	\$0.00
Other Funds [Description]	\$0.00	\$0.00
<b>Total Non-OAA Matching Funds</b>	<b>\$0.00</b>	<b>\$0.00</b>

Matching City or County*		
N/A		
OAA Matching Grant Award(s)		
OAA Matching Grant Type(s)	FY2024	FY2025
Individual Distribution	\$0.00	\$0.00
Gold Standard	\$0.00	\$0.00
Individual Distribution Carry Forward	\$0.00	\$0.00
Gold Standard Carry Forward	\$0.00	\$0.00
<b>Total OAA Matching Grant Award(s)</b>	<b>\$0.00</b>	<b>\$0.00</b>
Non-OAA Matching Funds		
Non-OAA Matching Type(s)	FY2024	FY2025
Direct Distribution	\$0.00	\$0.00
General Funds	\$0.00	\$0.00
Other Grants	\$0.00	\$0.00
Donations	\$0.00	\$0.00
Other Funds [Description]	\$0.00	\$0.00
<b>Total Non-OAA Matching Funds</b>	<b>\$0.00</b>	<b>\$0.00</b>

\* Please note that matching city or county OAA Awards will be transmitted directly to the respective city or county.



### Contingencies and Signature Accepting Award

Cooperative Partnership Fiscal Agent <b>Richmond City</b>	Total Project Cost	<u>FY2024</u> \$0.00	<u>FY2025</u> \$183,170.00
	Total Non-OAA Funds	\$0.00	\$0.00
	<b>Total OAA Awards</b>	<b>\$0.00</b>	<b>\$183,170.00</b>
	Project Title: <b>Resource Mapping of Substance Use Related Resources</b>		
Grant Number: <b>COOP760402-0A01</b>			

On behalf of the City of Richmond (“City”) and as the recipient of this award acting as the fiscal agent on behalf of the City and Henrico County, I am cognizant of and agree to the terms and conditions as fully set out in the document entitled *Virginia Opioid Abatement Authority Grant Award Terms and Condition for Cooperative Partnerships of Cities and Counties*. More specifically, I acknowledge my obligations under said document with respect to the “Use of Funds” in Section 2, to refrain from “False Statements” as described in Section 10, not to misuse the award and thus incur a debt as described in Section 11 and agree to use the award only for the purposes described in the application and/or award as set out in Section 20. Should the OAA determine that I have incurred a debt pursuant to Section 11, the OAA in its discretion will require the debt: (1) to be paid promptly, (2) to be paid according to a mutually agreeable arrangement, or (3) to be collected by taking any action available by law.

Additionally, I understand and acknowledge that the following conditions must be met as part of accepting this award:

- Share data with 2-1-1 and 9-8-8 as requested

Further, I also understand and acknowledge that the following conditions must be met as part of accepting this award *before the OAA will transmit the funds*:

- Completion of operational agreement amongst all partner cities and/or counties

As the duly authorized representative of the recipient, I hereby accept this award and agree to the terms and conditions of this award, all items contained in and attached to the application resulting in this award, all other information contained herein, and all other provisions of local, state, and federal law that pertain to this award.

\_\_\_\_\_  
**J.E. Lincoln Saunders**  
**Chief Administrative Officer, The City of Richmond**

\_\_\_\_\_  
**Date**

Approved As to Form  
 Caitlin Weston, Assistant City Attorney



# VIRGINIA OPIOID ABATEMENT AUTHORITY PERFORMANCE MEASURES WORKBOOK COOPERATIVE PARTNERSHIP APPLICATIONS

701 East Franklin Street, Suite 803, Richmond, Virginia 23219 | 804-500-1810 | info@voaa.us | www.voaa.us

Fiscal Agent City/County: Richmond City

Project Name: Resource Mapping Website

## Cooperative Partnership Project

Enter the applicable measures for this project (number of people projected to participate) under the corresponding FY.

		Required	Required based on number of renewal years proposed.			
		<u>FY25</u>	<u>FY26</u>	<u>FY27</u>	<u>FY28</u>	<u>FY29</u>
<b><u>Prevention/Education/Awareness Efforts</u></b>						
1	No. of children, infant to 5 years old, participating in prevention/education programming					
2	No. children, elementary school age, participating in prevention/education programming					
3	No. of children, middle school age, participating in prevention/education programming					
4	No. of children, high school age, participating in prevention/education programming					
5	No. adults from the general public participating in prevention/education programming	500	1000	1000	1000	1000
6	No. of pregnant and/or nursing women participating in prevention/education programming					
7	No. of teachers participating in prevention/education programming					
8	No. of health care professionals participating in prevention/education programming	10	10	10	10	10
9	No. of law enforcement officers participating in prevention/education programming					
10	No. of court-related professionals participating in prevention/education programming	10	10	10	10	10
11	No. of key officials / policy makers participating in prevention/education programming	20	20	20	20	20
<b><u>Efforts Directed Toward Pregnant / Nursing Women with Substance Use Disorders</u></b>						
12	No. of pregnant / nursing women completing some form of detox					
13	No. of pregnant / nursing women tested for communicable diseases					
14	No. of pregnant / nursing women testing positive for communicable diseases					
15	No. of pregnant / nursing women connected to treatment for communicable diseases					
16	No. of pregnant / nursing women connected to therapeutic counseling services					
17	No. of pregnant / nursing women connected to MOUD					
18	No. of pregnant / nursing women connected to professional mental health care					
19	No. of pregnant / nursing women connected to peer supports					
20	No. of pregnant / nursing women connected to housing					
21	No. of pregnant / nursing women connected to childcare					
22	No. of pregnant / nursing women connected to education or job training					
23	No. of pregnant / nursing women connected to a job / employment					
24	No. of babies with neonatal abstinence syndrome treated					



# VIRGINIA OPIOID ABATEMENT AUTHORITY PERFORMANCE MEASURES WORKBOOK COOPERATIVE PARTNERSHIP APPLICATIONS

701 East Franklin Street, Suite 803, Richmond, Virginia 23219 | 804-500-1810 | info@voaa.us | www.voaa.us

Fiscal Agent City/County:

Project Name:

## Cooperative Partnership Project

Required

Required based on number of renewal years proposed.

Enter the applicable measures for this project (number of people projected to participate) under the corresponding FY.

FY25

FY26

FY27

FY28

FY29

<b><u>Efforts Directed Toward Children with Substance Use Disorders</u></b>					
25	No. of children (up to age 18) completing some form of detox				
26	No. of children (up to age 18) connected to therapeutic counseling services				
27	No. of children (up to age 18) connected to MOUD				
28	No. of children (up to age 18) connected to professional mental health care				
29	No. of children (up to age 18) connected to peer supports				
30	No. of children (up to age 18) tested for communicable diseases				
31	No. of children (up to age 18) testing positive for communicable diseases				
32	No. of children (up to age 18) connected to treatment for communicable diseases				
<b><u>Efforts Directed Toward Individuals with SUD who are Criminal Justice Involved</u></b>					
33	No. of individuals receiving SUD screening while incarcerated				
34	No. of individuals completing some form of detox while incarcerated				
35	No. of individuals tested for communicable diseases while incarcerated				
36	No. of individuals testing positive for communicable diseases while incarcerated				
37	No. of individuals connected to treatment for communicable diseases while incarcerated				
38	No. of individuals provided SUD therapeutic counseling while incarcerated				
39	No. of individuals provided Medication Assisted Treatment for SUD while incarcerated				
40	No. of individuals provided professional mental health care while incarcerated				
41	No. of individuals connected to peer supports while incarcerated				
42	No. of individuals provided with education or job training while incarcerated				
43	No. of individuals incarcerated provided with an SUD-specific release plan				
44	No. of individuals diverted from incarceration to treatment				
45	No. of individuals diverted from incarceration to housing				
46	No. of individuals connected to SUD therapeutic counseling while on monitored release				
47	No. of individuals connected to MOUD while on monitored release				
48	No. of individuals enrolled into court approved SUD-related deferred adjudication				



# VIRGINIA OPIOID ABATEMENT AUTHORITY PERFORMANCE MEASURES WORKBOOK COOPERATIVE PARTNERSHIP APPLICATIONS

701 East Franklin Street, Suite 803, Richmond, Virginia 23219 | 804-500-1810 | info@voaa.us | www.voaa.us

Fiscal Agent City/County: Richmond City

Project Name: Resource Mapping Website

## Cooperative Partnership Project

Enter the applicable measures for this project (number of people projected to participate) under the corresponding FY.

		Required	Required based on number of renewal years proposed.			
		<u>FY25</u>	<u>FY26</u>	<u>FY27</u>	<u>FY28</u>	<u>FY29</u>
49	No. of individuals successfully completing the terms of SUD-related deferred adjudication					
50	No. of drug court participants enrolled					
51	No. of drug court participants graduated					
<b><u>Efforts Directed Toward Adults with SUD who are not incarcerated or pregnant/nursing</u></b>						
52	No. of adults completing some form of detox					
53	No. of adults tested for communicable diseases					
54	No. of adults testing positive for communicable diseases					
55	No. of adults connected to treatment for communicable diseases					
56	No. of adults connected to therapeutic counseling services		50	50	50	50
57	No. of adults connected to MOUD		50	50	50	50
58	No. of adults connected to professional mental health care		50	50	50	50
59	No. of adults connected to peer supports		50	50	50	50
60	No. of adults connected to housing					
61	No. of adults connected to childcare					
62	No. of adults connected to education or job training					
63	No. of adults connected to a job / employment					
<b><u>Harm Reduction Efforts</u></b>						
64	No. of people engaged during harm prevention outreach efforts					
65	No. of Naloxone kits distributed to at-risk individuals					
66	No. of Fentanyl test kits distributed to at-risk individuals					
67	No. of clean syringe exchanges conducted					
68	Reported No. of overdoses reversed					



# VIRGINIA OPIOID ABATEMENT AUTHORITY GRANT AWARD TERMS AND CONDITIONS FOR COOPERATIVE PARTNERSHIPS OF CITIES AND COUNTIES

701 East Franklin Street, Suite 803, Richmond, Virginia 23219 | 804-500-1810 | info@voaa.us | www.voaa.us

Acceptance of this grant award by the recipient constitutes its agreement that it assumes full responsibility for the management of all aspects of the grant and the activities funded by the grant, including assuring proper fiscal management of and accounting for grant funds; assuring that personnel paid with grant funds are hired, supervised, and evaluated in accordance with established employment and personnel policies; and assuring that all terms, conditions and assurances—those submitted with the grant application, and those issued with this award—are complied with.

By signing the Statement of Grant Award/Acceptance, the recipient agrees to:

- Use the grant funds to carry out the activities described in the grant application, as modified by the terms and conditions attached to this award or by subsequent amendments approved by the Opioid Abatement Authority (OAA);
- Adhere to the approved budget contained in this award and amendments made to it in accord with these terms and conditions; and,
- Comply with all terms, conditions and assurances either attached to this award or submitted with the grant application.

## 1. Definitions

- a. Definitions are contained in the [OAA's Glossary of Terms](#) available on the OAA website.

## 2. Use of Funds

- a. Recipient understands and agrees that the funds disbursed under this award may only be used in compliance with *Code of Virginia §2.2-2370*, any OAA regulations, and guidance issued by the OAA regarding the foregoing.
  - i. The recipient's primary mission, the primary mission of sub-recipients, and/or the primary mission of other agencies funding a portion of the proposed program will not conflict with the OAA's mission as it is defined in *Code of Virginia §2.2-2366*.
- b. Recipient will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, and completion of such project.
- c. Direct Costs
  - i. A direct cost is any cost that can be specifically identified with the proposed project that can be directly attributed to the project and/or the project's measurable activities.
  - ii. Direct costs include but are not limited to salaries, travel, equipment, and supplies directly connected to the project.
    1. An example of direct costs would be paying an employee to manage an Opioid Use Disorder Treatment Program.
  - iii. In accordance with *Code of Virginia §2.2-2370 (A) (4)*, recipient may NOT use funds provided under this award to cover indirect costs





1. An example of indirect costs would be allocating a percentage of time of an existing (fully funded) procurement officer to issue a request for proposals (RFP) for this project.
  2. Including costs for something that is funded and already exists is considered indirect costs and supplanting, both of which are not allowed.
- d. Administrative costs that are new to the recipient for the purposes of government oversight and management of an abatement program to include managing and monitoring of expenses, collecting data, and making reports are considered allowable direct costs.
- i. New costs are defined as hiring an employee or contractor or increasing the hours of an employee or contractor to meet the oversight and management needs.
  - ii. Utilizing abatement funds for a current employee's costs is considered supplanting and not allowed per *Code of Virginia* [§2.2-2370](#)
- e. Utilizing abatement funds for a current employee's costs is considered supplanting and not allowed per *Code of Virginia* [§2.2-2370](#).

### 3. Period of Performance

- a. Awards for cooperative partnership projects will be on a fiscal year basis.
- b. Each award will be for one full fiscal year with the option for up to four one-year renewals.
- c. An application for renewal will be required from the participating partner cities and/or counties and submitted by the end of the application period of each year prior to the renewal.
- d. Reporting will be on a yearly basis.
- e. After a project has been renewed four times, the partnership will need to submit a new application.
- f. The initial cooperative partnership projects will be awarded for Fiscal Year 2024
- g. Beginning in FY2025, the OAA will require the fiscal agent to repay any unencumbered balances to the OAA by September 1 of the following fiscal year, unless a carryover request is submitted meeting the following conditions:
  - i. The carry-over was planned and submitted as part of the approved project budget, or
  - ii. The partnership is making reasonable and measurable progress to implement its project(s) as described in the approved proposal; and
    1. The "project timeline" workbook will be used to document reasonable and measurable progress.
  - iii. The partnership and fiscal agent remain in compliance with the terms and conditions of the OAA.

### 4. Reporting

The recipient agrees to comply with any reporting obligations established by the OAA for this award. By accepting the award, the recipient agrees to submit a yearly financial and performance report throughout the grant period, as well as final reports to close the grant. No current awards will be considered for renewal if the recipient is not in compliance with the OAA's requirements at the time of renewal. For good cause, submitted in writing by the recipient, OAA may waive this provision. For all reporting questions and to submit reports, email to [info@voaa.us](mailto:info@voaa.us).

- a. Reporting will include financial expenditures as well as programmatic performance measures on a yearly basis. Reporting frequency may increase in future awards.



- i. Financial reports are due by September 1st of each year for the preceding fiscal year. Reports are due even if no expenditures occurred during the year. If the due date falls on a weekend or non-business day, the report is due on the next business day.
  - ii. Performance reports that include the performance measures agreed upon in the award are due by September 1st of each year for the preceding fiscal year. This report will also include a narrative of the progress the program has made during the period.
- b. Each year during the application period, the recipient will have the opportunity to amend the current fiscal year's funding and request the next fiscal year's funding. If a cooperative partnership needs to request an off-cycle amendment, those requests will be handled on a case-by-case basis.
  - c. The recipient will also include reporting on expenditures and programmatic performance measures for spending related to the recipient's direct distribution of the settlement in accordance with *Code of Virginia 2.2-2370 (A) (5)*
  - d. The recipient has up to 90 days from the end of the award period to liquidate any unpaid obligations and submit a final report. The end of the award period occurs when funding is no longer available or the partnership elects to sunset the project. The liquidation period allows projects time to receive final invoices and make final payments. No new obligations may be incurred during this period.
  - e. The method for reporting may change during a grant cycle and include an online software platform.

## 5. Maintenance of and Access to Records; Audits

- a. The recipient hereby agrees to retain all books, records, and other documents relative to this award for five (5) years after final payment, or until final payment period is audited by the Commonwealth of Virginia, whichever is sooner.
- b. The recipient hereby agrees to also retain all books, records, and other documents relative to this award in accordance with the Virginia Public Records Act *Code of Virginia §42.1-76* et seq.
- c. The OAA, its authorized agents, and/or State auditors shall have full access to and the right to examine any of said materials during said period.
- d. The recipient hereby agrees to comply with all reporting and auditing requirements related to these funds as set forth by the Auditor of Public Accounts.
- e. The recipient agrees to forward a copy to the OAA of the recipient's audited financial statements for the fiscal year that covers the grant award period.

## 6. Cost Sharing

Cost sharing or matching funds are not required to be provided by the recipient unless they are specified by the recipient as part of the application.

## 7. Conflicts of Interest

Recipient understands and agrees it must maintain a conflict of interest policy consistent with *Code of Virginia §2.2-3100* et seq. and that such conflict of interest policy is applicable to each activity funded under this award. Recipient and subrecipients must disclose in writing to the OAA, any potential conflict of interest affecting the awarded funds.

## 8. Compliance with Applicable Law and Regulations

- a. Anti-Discrimination



By submitting their proposals, recipients certify to OAA that they will conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Contracting Act of 1975, as amended, where applicable, the Virginians With Disabilities Act, the Americans with Disabilities Act and § 2.2-4311 of the Virginia Public Procurement Act. If the award is made to a faith-based organization, the organization shall not discriminate against any recipient of goods, services, or disbursements made pursuant to the contract on the basis of the recipient's religion, religious belief, refusal to participate in a religious practice, or on the basis of race, age, color, gender or national origin and shall be subject to the same rules as other organizations that contract with public bodies to account for the use of the funds provided; however, if the faith-based organization segregates public funds into separate accounts, only the accounts and programs funded with public funds shall be subject to audit by the public body. (*Code of Virginia*, [§2.2-4343.1 \(E\)](#)).

In every contract over \$10,000 the provisions in i. and ii. below apply:

- i. During the performance of this award, the recipient agrees as follows:
  1. The recipient will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, or disability or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the recipient. The recipient agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
  2. The recipient, in all solicitations or advertisements for employees placed by or on behalf of the recipient, will state that such recipient is an equal opportunity employer.
  3. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting these requirements.
  4. The requirements of these provisions i. and ii. are a material part of the award. If the recipient violates one of these provisions, the OAA may terminate the affected part of this award for breach, or at its option, the whole award.
  5. In accordance with Executive Order 61 (2017), a prohibition on discrimination by the recipient, in its employment practices, subcontracting practices, and delivery of goods or services, on the basis of race, sex, color, national origin, religion, sexual orientation, gender identity, age, political affiliation, disability, or veteran status, is hereby incorporated in this award.
  6. The recipient will include the provisions of i. above in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.
- ii. The recipient will include the provisions of i. above in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

b. Contractor/Subcontractor Participation in E-Verify

In compliance with *Code of Virginia* [§2.2-4308.2](#), registration and use of federal employment eligibility verification program is required as set forth below:

- i. For purposes of this section, "E-Verify program" means the electronic verification of work authorization program of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (P.L. 104-208), Division C, Title IV, § 403(a), as amended, operated by the U.S. Department of Homeland Security, or a successor work authorization program designated by the U.S. Department of Homeland Security or other federal agency authorized to verify the work authorization status of newly hired employees under the Immigration Reform and Control Act of 1986 (P.L. 99-603).



- ii. Any employer with more than an average of 50 employees for the previous 12 months entering into a contract in excess of \$50,000 with any agency of the Commonwealth to perform work or provide services pursuant to such contract shall register and participate in the E-Verify program to verify information and work authorization of its newly hired employees performing work pursuant to such public contract.
- iii. Any such employer who fails to comply with the provisions of subsection B shall be debarred from contracting with any agency of the Commonwealth for a period up to one year. Such debarment shall cease upon the employer's registration and participation in the E-Verify program.

c. Ethics in Public Contracting

By submitting their proposals, recipients certify that their proposals are made without collusion or fraud and that they have not offered or received any kickbacks or inducements from any other recipient, supplier, manufacturer or subcontractor in connection with their proposal, and that they have not conferred on any public employee having official responsibility for this proposal any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged.

d. Immigration Reform and Control Act of 1986

By submitting their proposals, recipients certify that they do not and will not during their performance of this award employ an unauthorized alien as defined in the Federal Immigration Reform and Control Act of 1986.

e. Debarment Status

By submitting their proposals, recipients certify that they will not contract with organizations currently debarred by the Commonwealth of Virginia from submitting proposals on contracts for the type of goods and/or services covered by this award, nor are they an agent of any person or entity that is currently so debarred.

## 9. Remedial Actions

In the event of recipient's noncompliance with these terms and conditions, other applicable laws, regulations, and/or settlements, OAA may impose additional conditions on the receipt of a subsequent tranche of future award funds, if any, or take other available remedies.

## 10. False Statements

Recipient understands that making false statements or claims in connection with this award is a violation of *Code of Virginia* §18.2-498.4 and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in state awards or contracts, and/or any other remedy available by law.

## 11. Debts Owed the Opioid Abatement Fund

- a. Any funds paid to recipient (1) in excess of the amount to which recipient is finally determined to be authorized to retain under the terms of this award; or (2) that are determined by the OAA to have been misused; and have not been repaid by recipient shall constitute a debt to the Opioid Abatement Fund.
- b. Any debts determined to be owed the Opioid Abatement Fund must be paid promptly by the recipient. A debt is delinquent if it has not been paid by the date specified in OAA's initial written determination for payment, unless other satisfactory arrangements have been made. The OAA will take any actions available to it to collect such a debt.



## 12. Disclaimer

- a. The Commonwealth of Virginia expressly disclaims any and all responsibility or liability to recipient or third persons for the actions of recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this award.
- b. The acceptance of this award by the recipient does not in any way establish an agency relationship between the Commonwealth and the recipient.

## 13. Protections for Whistleblowers

- a. Recipients shall comply with [Chapter 30.1](#) The Fraud and Abuse Whistleblower Protection Act (*Code of Virginia §2.2-3009* et seq.)
- b. No governmental agency may threaten or otherwise discriminate or retaliate against a citizen whistleblower because the whistle blower is requested or subpoenaed by an appropriate authority to participate in an investigation, hearing, or inquiry by an appropriate authority or in a court action
- c. No employer may discharge, threaten, or otherwise discriminate or retaliate against a whistle blower whether acting on his own or through a person acting on his behalf or under his direction.
- d. No employer may discharge, threaten, or otherwise discriminate or retaliate against a whistle blower, in whole or in part, because the whistle blower is requested or subpoenaed by an appropriate authority to participate in an investigation, hearing, or inquiry by an appropriate authority or in a court action
- e. An employer shall post notices and use other appropriate means to notify employees and keep them informed of the protection and obligations set forth in the provisions of Chapter 30.1.

## 14. Requirement to Report Potentially Duplicative Funding.

If the recipient currently has other active awards, or if the recipient receives any other award of during the period of performance for this award, the recipient promptly must determine whether funds from any of those other awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify OAA in writing of the potential duplication, and, if so requested by OAA, must seek a budget-modification or change-of-project-scope to eliminate any inappropriate duplication of funding.

## 15. Additional Monitoring Requirements

The recipient understands that it may be subject to additional financial and programmatic on-site monitoring, which may be on short notice, and agrees that it will cooperate with any such monitoring in accordance with *Code of Virginia §2.2-2370 (A) (5)*.

## 16. Travel Policy

Recipients may follow their own established travel rates if they have an established travel policy. The OAA reserves the right to determine the reasonableness of an organization's travel policy. If the recipient does not have an established policy, then they must adhere to state travel policy. Refer to the following IRS website for the most current mileage rate: <https://www.irs.gov/tax-professionals/standard-mileage-rates>. Transportation costs for air and rail must be at coach rates.



## 17. Award Amendments

Once a proposal has been approved by the OAA, amendments will be handled as follows:

- a. At all times regardless of any amendment the cooperative partnership and fiscal agent must remain in compliance with the OAA's terms and conditions.
- b. A cooperative partnership may appropriate additional revenue that it receives for any approved project. In this event the OAA shall be notified of the change using forms approved by the OAA.
- c. A cooperative partnership may initiate line-item budget transfers within a project without approval from the OAA.

## 18. Delegation of Responsibility

Any delegation of responsibility for carrying out grant-funded activities to any entity must be pursuant to a written memorandum of understanding or contract by which the implementing organization agrees to comply with all applicable grant terms, conditions, and assurances. Any such delegation notwithstanding, the applicant acknowledges by its acceptance of the award its ultimate responsibility for compliance with all terms, conditions, and assurances of the grant award.

## 19. Performance and Obligation Periods

OAA awards to cities and counties shall have a performance period of two years (the current and following fiscal years). Recipients must submit yearly requests that amend the current year (if necessary) and apply for the next fiscal year's funding. Carryover of funds from FY2023 to FY2024 and FY2024 to FY2025 will be automatic. In subsequent years, carryover requests will need approval from the OAA or remaining balances will be repaid to the OAA. Reporting will be on a yearly basis for this first award cycle, due September 1, 2023, on forms prescribed by the OAA. Grant funds, including matching funds, may be expended and/or obligated during the grant award period of performance. Recipients may only charge to the award allowable costs incurred during this grant award period.

## 20. Limitation on the Use of Funds to Approved Activities

The recipient agrees that grant funds will be used only for the purposes described in the recipient's application, unless OAA determines that any of these activities are out of scope or unallowable. The recipient must not undertake any work or activities that are not described in the recipient's application, award documents, or approved budget, and must not use staff, equipment, or other goods or services paid for with grant funds for such work or activities, without prior written approval, from OAA.

## 21. Procurement

Recipients are responsible for ensuring that any procurement using OAA funds, or payments under procurement contracts using such funds are consistent with the procurement standards set forth in the Virginia Public Procurement Act *Code of Virginia* [§2.2-4300](#) et seq. as well as any procurement policies and procedures established by the applicant.



# Attachment A



## VIRGINIA OPIOID ABATEMENT AUTHORITY APPLICATION FOR COOPERATIVE PROJECTS INVOLVING CITIES AND COUNTIES

701 East Franklin Street, Suite 803, Richmond, Virginia 23219 | 804-500-1810 | info@voaa.us | www.voaa.us

### 1. Contact Information

This application is for cooperative projects consisting of a cooperative partnership between at least two cities and/or counties within the same [Department of Behavioral Health and Developmental Services \(DBHDS\)](#) region.

Complete this table for all cities and/or counties involved in the cooperative partnership.

Name of City/County	Contact Person	Title	Phone #	Email



2. Fiscal Agent

a. One of the participating cities or counties must serve as the fiscal agent for the cooperative project. The fiscal agent will be responsible for ensuring compliance with both financial and programmatic reporting requirements on behalf of the cooperative partnership.

b. City/County Serving as Fiscal Agent Richmond  city  county

c. Physical address: 900 E. Broad St. Richmond, 23219

d. Mailing address: \_\_\_\_\_  
(if different than physical address)

e. Contact Person for fiscal agent:

i. Name: Dominic Barrett

ii. Job Title: Strategic Projects and Grants Advisor

iii. Office Phone: (804) 646-5861 Cell Phone: (804) 659-4455

iv. Email: dominic.barrett@rva.gov

3. Agreements


a. Attach a copy of the cooperative partnership agreement between the participating cities and/or counties for the project. The agreement should also designate the city or county selected as fiscal agent for the cooperative project. A SAMPLE agreement is available [here](#). This agreement is needed to apply.

i. If any participating city and/or county elects to allocate a portion of its Direct Distributions and/or Individual Distributions from the OAA to this regional project, the [Cooperative Partnership Agreement](#) should clearly document the commitment separately for each fund and the amount.

ii. If the project is selected for an award, the partnership will then need to complete an Operational Agreement (sample [agreement](#) and [exhibit](#)) that details how the partnership and the fiscal agent will implement and manage the project. This agreement is only needed if the project is awarded.

4. Signature

Signature section must be completed by a person designated with signatory authority for the fiscal agent. "I swear or affirm that all information contained in and attached to this application is true to the best of my knowledge and that I agree that any awards resulting from this application will follow the OAA's established terms & conditions."

Signature 

Print Name J.E. Lincoln Saunders

Title Chief Administrative Officer

Date 04/01/2024





## 5. Project Proposal

Complete the information below for the project the cooperative partnership is requesting to be funded.

a. Is this project:

- A new effort for the participating cities/counties.
- A proposed supplement or enhancement to a project or effort that is already in place.
  - How long has the project existed? \_\_\_\_\_
- A combination of enhancing an existing project/effort with new components.
  - How long has the project existed? \_\_\_\_\_

b. Provide a brief narrative description of the proposed project including the requested term (1-5 years).

c. What is the strategy for long-term sustainability once OAA funds are reduced or no longer available?



d. What is the total cost of the proposed project? \_\_\_\_\_

e. What is the total amount of cooperative project funds requested from the OAA (not including any matching funds)? \_\_\_\_\_

*Should match amount as stated in Budget Workbook (Cell E60)*

f. Provide the amount of matching funds pledged toward the project:

Type of Match	Yes/No	Total Match from all Partners
Direct Distribution		
General Fund		
Individual Distribution		
“Gold Standard Incentive”		
Other		

If other, list the source and amount from each source:

Source	Amount

g. How was the need determined and how does that need relate to abatement?



- h. Briefly describe the organization(s), including any sub-recipients or contractors (if known) that will be involved in this project. Attach any contracts and/or memoranda of understanding/agreement. If not fully executed, a draft or a narrative describing the scope of services may suffice.

Name of Organization	Amount of Funding	Description of Role	Entity Type

- i. Is there a specific group of individuals this project is designed to reach, and how many individuals are expected to participate per year?



j. Does this project meet any of the following classifications:

Classification	Yes/No	Document Attached	Description or Link
Evidence Based		<input type="checkbox"/>	
Evidence Informed		<input type="checkbox"/>	
Certified or Credentialed by a State/Federal Government Agency, or Other Organization/Non-Profit		<input type="checkbox"/>	
Received Award(s) and/or Recognition(s)		<input type="checkbox"/>	
Organization with an established record of success		<input type="checkbox"/>	

k. Does this project have components other than opioid-related abatement as defined?

No, it is 100% related to opioid treatment

Yes, there are other substances involved

*If yes, what is the approximate percentage of the project that covers opioid-related abatement (i.e., 20% of the patients who seek services have opioid-related disorders)?*



- I. Complete and attach the [Budget Workbook](#) that minimally includes FY2025 with line-item details for the project. If carry-over of OAA funds from FY2025 to FY2026 is expected, include this in the workbook. If there is intention to renew the funding (maximum of 4 renewals), include the projected budget for each subsequent fiscal year. Note: renewals are at the discretion of the OAA.
  - i. If a city or county in the cooperative partnership is allocating any of its Direct Distributions and/or any of its Individual Distributions from the OAA to this cooperative project, include line items for each as funding sources for the project.
  - ii. Provide a budget narrative for the funding strategy of this project.

- m. Complete and attach the [Project Timeline Workbook](#) for the project minimally for FY2025. If there is intention to renew the funding (maximum of 4 renewals), complete the timeline for each subsequent fiscal year.
- n. Complete and attach the [Performance Measurement Workbook](#) for the project minimally for FY2025. If there is intention to renew the funding (maximum of 4 renewals), include the complete the performance measures for each subsequent fiscal year.
- o. *(Optional)* Attach any additional narrative materials explaining the project, along with any research, data, plans, letters of support, articles, or other items that may assist the OAA Board of Directors in making an award decision for this project.

# Henrico County and Richmond City

## Virginia Opioid Abatement Authority

### Cooperative Agreement - 2025

It is agreed, the mission of the Virginia Opioid Abatement Authority (OAA) is to abate and remediate the opioid epidemic in the Commonwealth through financial support in the form of grants, donations, or other assistance; and

It is agreed, the OAA operates a financial assistance program to support certain cooperative partnerships of cities and/or counties in Virginia that implement regional efforts to treat, prevent, and reduce opioid use disorder and the misuse of opioids; and

It is agreed, the jurisdictions listed below have committed to work together to develop and jointly apply for regional cooperative funding from the OAA; and



It is agreed, at least two of the counties listed below are located within the same region of the Department of Behavioral Health and Developmental Services; and

It is agreed, Richmond and Henrico will execute a legally binding agreement formalizing the cooperating partnership if the application for financial assistance is approved; and

It is agreed, Henrico agrees that City of Richmond will serve as the fiscal agent to execute the cooperative partnership grant application, should funding be awarded, and to execute all documents in connection therewith.


It is agreed, the counties listed below seek a total of \$173,170.00 in grant funding from the OAA for Fiscal Year 2025; and

It is agreed, Richmond and Henrico intend to allocate \$5,000.00 each of their Individual Distribution from the OAA to this project for the Fiscal Year 2025

Name of City, County, or Organization	Printed Name of Authorized Signor	Title of Authorized Signor	Signature
Henrico County	Michael Feinmel	Deputy County Manager	
Richmond City	Lincoln Saunders	Chief Administrative Officer	

Virginia Opioid Abatement Authority

APPROVED AS TO FORM

  
 \_\_\_\_\_  
 Assistant City Attorney

## FY 25 COOPERATIVE APPLICATION

### RESOURCE MAPPING WEBSITE

#### NARRATIVE SECTIONS

**b. Provide a brief narrative description of the proposed project.**

In 2023 the Richmond Henrico Health District (RHHD) received a onetime “Implementing Opioid Strategies at the Local Level” (IOPSL) grant from the National Association of County and City Health Officials for a Resource Mapping project. The project is focused on the creation of a comprehensive guide of substance use-related resources across the region.

The grant has supported RHHD to hire a team of resource mapping specialists to develop the guide. The team has used evidence-based research to craft this guide. The project is documenting the landscape of resources and support informed linkages to care by compiling a comprehensive listing of SUD based resources in Richmond and Henrico. This guide will be a tool that assists in linkage to care and resource navigation. This tool will be utilized by direct service providers and other professionals such as peer-resource navigators and community health workers that serve as advocates for residents in connecting to care. This guide is also a tool for service providers and subject matter experts. The resource guide will include information on mental and behavioral health services, harm reduction programs, SUD treatment facilities, Medication Assisted Treatment/Medication for Opioid Use Disorder; outpatient, inpatient, and residential facilities; AA, NA, and SMART meetings; and sober living, housing, and recovery homes.

By June of 2024 that project will be complete. This proposal seeks to build on these efforts. Resource mapping guides and resource mapping efforts are often ineffective or quickly become obsolete because they lack staff capacity to support the project, lack a solidified and efficient process to maintain the guide, and lack a website and other tools to ensure accessibility and usability. Additionally, this resource guide – like many other similar efforts – is likely to result in an extremely long and comprehensive document that may be an imperfect tool for some uses and difficult to navigate for some users. Building on lessons learned, we desire to provide expert staff support to ensure the maintenance and continued monitoring of the guide as well oversee development of a user-friendly website, data dashboard, and related tools. This will ensure that individuals and stakeholders can meaningfully navigate an accurate representation of available services and resources and that there are continued, real-time discussions on strategies to most effectively route individuals to appropriate and meaningful care and resources.

This proposal has two key phases/components:

#### **Phase 1**

##### Review and Planning

- A Project Manager hired by the City of Richmond with grant funds will lead a review and planning process with Henrico County, City of Richmond, Richmond Henrico Health District, and key stakeholders and subject matter experts.
- Together the group will:
  - Review the Resource Guide and identify any additional resources or components that may need further development.

- Further develop and structure the Resource Guide for public consumption (website, collateral, etc.). This convening may be rooted in the already existing Richmond and Henrico Opioid taskforces.
- Identify data sources and develop a plan for hosting a data dashboard to complement the Resource Guide. Data sources can include state and local level public health data, and data from a key cohort of partners such as: service providers, local CSBs, police and ambulance authorities. etc. These providers can regularly share appropriate, relevant aggregated programmatic data.
- Develop a plan for identifying services and resources listed within the guide that meet best practices and appropriate accreditation standards.
- Identify components of the resource guide that should be designed and formatted as print and web-friendly infographics, one-pagers, and presentations specific to key audiences or service areas.
- Create a plan for website development including considerations for how the site will interface with any locality-specific OUD and SUD websites and resources while ensuring the site can be easily utilized by the general public as well as service providers.

## Phase 2

- Website Development
- One-pager/infographics design
- Regular stakeholder outreach and resource scanning begins to ensure the guide is updated before launch and remains updated.
- Soft launch of website with resource guide, data dashboard, and user-friendly one-pagers, presentations, infographics, etc.
- Hard launch of website with outreach campaign to raise awareness among key stakeholder groups
- Road map and timeline developed for engaging agencies offering client-focused navigation to help stakeholders and individuals use the resources to find out where they best plug in or seek treatment/help when need.
- City of Richmond, Henrico County, and RHHD make determination about options to expand including:
  - Possible application to fund pilot to hire Social Worker to provide 1-on-1 navigation of Resource Guide to individuals in need of support
  - Possible expansion to include other localities

### c. What is the strategy for long-term sustainability once OAA funds are reduced or no longer available?

-Ongoing maintenance of the guide will be significantly cheaper and less intensive than the initial development.

-Effective use of the resource guide will significantly reduce the cost burden of OUD and SUD in our communities.



-As utilization of the website and resources increase upon launch, we believe localities and other stakeholders will see that the return on investment warrants ongoing investment.

**List and describe the objectives of this project.**

1	Develop -and maintain with staff support - a space for regional resources (guide, website tools, and data dashboard) to address current gaps in care and resource navigation
2	Engage a diverse cross sector of partners, stakeholders and subject matter experts in the development of the shared website, guide, and related tools and ensure the resource guide and supporting website and complementary tools are developed in a way that could allow a trained navigator to use them to guide individuals to care in future project phases.
3	Development of a Data Dashboard to represent important aggregated data in one location.

**g. How was the need determined and how does that need relate to abatement?**

Opioid overdose rates have skyrocketed in Richmond over the past four years, with the risk of overdose growing most significantly among Black drug users in Richmond (fatal opioid overdoses increase from 38.9 per 100,000 in 2018 to 102.1 in 2021; for Black residents, 38.1 in 2018 to 146.0 in 2021). Henrico County has also seen an increase: from 16.4 per 100,000 in 2018 to 38.1 per 100,000 in 2021. Racial disparities are less prominent in Henrico, with 2021 race-specific rates of 43.4 and 46.2 per 100,000, for White and Black residents, respectively.

The City of Richmond and neighboring Henrico County comprise a substantial proportion of the urban center of Central Virginia, with a growing population of 232,226 and 333,766 residents, respectively. As of 2020, 46.3% of Richmond residents identify as Black; 43.4% identify as White; and 7.5% identify as Hispanic/Latinx. In Henrico 52.6% of residents identified as White; 31.1% as Black; and 6.1% identified as Hispanic/Latinx. Although two distinct localities, Richmond City and Henrico County have fluid borders — the same factors that impact Richmond similarly impact communities in Henrico. Currently, 21.0% of Richmond residents (8.8% in Henrico) live below the federal poverty level, including 33% of all children (12.8% in Henrico). Concentrated intergenerational poverty and systemic marginalization disproportionately impacts Black residents in both localities.

This above data is an important context to understand the need for innovative projects to address the increased opioid overdose rates over the past 4 years. There continues to be a disconnect in communities being able to be informed about OUD services that are available and how to get connected to those resources.

The Richmond Henrico Health District, our local public health experts, have worked on two projects through a NACCHO grant called Implementing Opioid Prevention Strategies at the Local Level (IOPSSL). The first project focused on Community Conversations. This project focused on qualitative data collected through a Resident Led Community Conversation Education Campaign. By systematically collecting qualitative data from our residents, they gained insight on how this crisis has impacted communities. They also learned more about how difficult it is to access care and what supports or

resources are most useful to help community members avoid overdose, access treatment, and maintain recovery.

To support that community need, the second project focused on the development of an internal SUD related Community Resource Guide. This guide outlines in one space, a comprehensive listing of SUD resources in the City of Richmond and Henrico. The guide is designed to be a resource for service providers, direct care professionals such as PRS, Social Workers and CHWs as well as residents.

As the project advanced in recent months, Henrico and Richmond saw both the incredible potential of this guide and the clear limitations and lost opportunities if staff and resources were not allocated to sustain the guide, expand the resources, include a data dashboard, and ensure accessibility and usability. Leadership from both localities’ Task Forces identified the project as a priority to pursue as a collaborative proposal.

**h. Briefly describe the organization(s), including any sub-recipients or contractors (if known) that will be involved in this project. Attach any contracts and/or memoranda of understanding/agreement. If not fully executed, a draft or a narrative describing the scope of services may suffice. (Attach additional sheet if necessary.)**

Name of Organization	Description of Role
City of Richmond	The City of Richmond will serve as the lead on the project including hiring a Project Manager and overseeing implementation of project activities with support from RHHD and Henrico County. Richmond’s Opioid Response Coordinator, DCAO for Human Services, and Richmond’s Opioid Task Force will provide ongoing support to the project.
Henrico County	Henrico’s Addiction Task Force, including the Task Force Co-Chairs will advise and provide ongoing support to the project.
Richmond Henrico Health District	RHHD’s Population Health Manager, Director of Community Programing, Community Health Nurse Manager, and Substance Use Disorder Coordinate or advise and support the project.

**i. Is there a specific group of individuals this project is designed to reach, and how many individuals are expected to participate per year?**

This project has two primary audiences. The ultimate goal is to reach individuals experiencing - or at risk of experiencing - Opioid Use Disorder and co-occurring conditions. To that end, an intermediate audience is the service providers we want to engage in the ongoing development and use of the guide and whose resources we seek to map. These include: mental and behavioral health services, harm reduction programs, SUD treatment facilities, Medication Assisted Treatment/Medication for Opioid Use Disorder; outpatient, inpatient, and residential facilities; AA, NA, and SMART meetings; and sober living, housing, and recovery homes.

At least 40 individuals representing key stakeholder groups will be engaged.

At least 500 adults from the general public will access the website in the first 6 months after launching.

**I. ii. Provide a budget narrative for the funding strategy of this project**

**Project Manager:** A fulltime Human Services Specialist (with a background in SUD Treatment, Social Work, Human Services or another related field) will be hired by the City of Richmond to serve as Project Manager. They will oversee all aspects of planning, coordination and implementation. Total estimated costs: \$87,750

**Web development and hosting:** website development, hosting and support. In addition to implementation work, this position or contractor will participate in the planning phase to provide web/IT input to OUD subject matter experts to ensure the programmatic vision is feasible from a technical standpoint. Estimate includes website hosting and maintenance costs. Total cost: \$55,000

**Graphic Design:** Separate from web development and IT support, .25FTE will support services for graphic design elements of the website and the development an initial portfolio of print and web-friendly collateral. Total cost: \$20,000

**Technology:**

Costs for laptop: \$2,700.00

Cellphone and service: \$720.00

**Marketing and outreach supplies:** Branded items and marketing materials used to launch the website and to reach and inform stakeholders and the general public about this new resource. Total cost: \$17,000