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The Criminal Justice Coordinating Council (the Council) is pleased to announce that it is seeking applications for competitive funding for law enforcement agencies within the State of Georgia under the Bureau of Justice Assistance (BJA) FY2020 Comprehensive Opioid, Stimulant, and Substance Abuse Program (COSSAP).

State of Georgia FY2024 Naloxone Statewide Initiative Request for Applications

Eligibility

Applicants are limited to units of local government and state law enforcement agencies which operate within Georgia for law enforcement entities. Priority will be given to localities that demonstrate their community would benefit from a grant-funded project that covers the cost of naloxone kits as well as ongoing law enforcement training in naloxone administration, implementation standards that commit to report in the Overdose Detection Mapping Application Program (ODMAP), and best practices for engaging with people suffering from opioid addiction.

Deadline

Applications are due by
Tuesday, November 14, 2023 at 5:00 p.m.

Available Funding

Maximum Dollar Amount per Award: \$30,000

Minimum Dollar Amount per Award: \$3,000

Available Amount: \$137,792

The amount to be awarded to each agency will be determined by the Council.

Award Period

January 1, 2024-August 30, 2024

Contact Information

For assistance with the requirements of this solicitation, contact:
Kristen Lee at Kristen.Lee@cjcc.ga.gov or 404-657-1956

Release Date: October 16, 2023

THIS IS A FEDERAL GRANT SUBJECT TO FEDERAL RULES AND REGULATION

SECTION I: OVERVIEW AND INSTRUCTIONS

Overview of the FY2020 Naloxone Statewide Initiative

The Comprehensive Opioid, Stimulant, and Substance Abuse Program (COSSAP) was developed as part of the Comprehensive Addiction and Recovery Act (CARA) legislation. COSSAP's purpose is to provide financial and technical assistance to states, units of local government, and Indian tribal governments to develop, implement, or expand comprehensive efforts to identify, respond to, treat, and support those impacted by illicit opioids, stimulants, and other drugs of abuse.

The objectives of this initiative are to: 1) Subgrantees will conduct trainings on the administration and use of naloxone in order to make sure that their department keeps a comprehensive opioid response policy; 2) Provide funding to support the replenishment of used and expired naloxone for jurisdictions throughout the state; and 3) Implement standards that would require all funded entities to report in the Overdose Detection Mapping Application Program (ODMAP).

Criminal Justice Coordinating Council

The Criminal Justice Coordinating Council is designated by the Governor of Georgia as the State Administering Agency for criminal justice and victims' assistance programs. Created by the General Assembly (O.C.G.A. § 35-6A-2), the Council is comprised of twenty-four members representing various components of the criminal justice system.

How to Apply

Interested applicants should review the Naloxone Initiative Solicitation Packet in its entirety, and submit the completed application, including the requested information and all required attachments, using the link on the website at [Naloxone Grant Application](#) on or before 5 p.m., Friday, November 10, 2023. **This form and provided [Budget Detail Worksheet](#) are the only acceptable formats for submitting the narratives and budget for the funding year. It is recommended that applicants allow adequate time to complete the application. Applications must be submitted using the required format; scanned or handwritten copies of the application will not be accepted.** Any application that does not adequately answer all applicable questions will be considered incomplete and will not be reviewed for funding.

On Tuesday, October 24, 2023 at 11 a.m., the Criminal Justice Coordinating Council will host a virtual webinar for the RFP application. Please sign up [here](#).

Risk Assessment

Risk Assessment and Monitoring. [2 CFR 200.332\(b\)](#) states that "all pass-through entities must... evaluate each subrecipient's risk of noncompliance with Federal statutes, regulations, and the terms and conditions of the subaward for the purposes of determining the appropriate subrecipient monitoring."

The COSSAP monitoring schedule will be developed based on the overall subrecipient risk. The risk assessment should be completed using the implementing agency's information. For example, 'X' County Board of Commissioners receives multiple awards from CJCC but then passes it through to other local government agencies, such as a Solicitor General Office. The risk

assessment should use the Solicitor General Office level data for the risk assessment. Click [here to complete risk assessment](#). See below for instructions on how to complete the risk assessment:

- [Non-Profit Risk Assessment Instructions](#)
- [Government Agency Risk Assessment Instructions](#)
- [University Risk Assessment Instructions](#)

When requesting access to complete the risk assessment please include “COSSAP Grant Program” in the subject line.

SECTION II: APPLICATION PROCESS

Application Review

Applications will be reviewed and assessed by the Council and its designated representatives who will consider the following:

1. Overall quality and completeness of the application;
2. Demonstration of clear, measurable and appropriate standards;
3. Demonstration of need, including geographic location, local demographics, local statistics, other financial resources, etc.; and
4. Adequate correlation between the cost of the project and the objective(s) to be achieved.

Only complete applications received by the deadline will be reviewed. **When an application is received by the Council, there is no commitment on the part of the Council to fund an application or to fund it at the amount requested.** Decisions related to these budget areas are based on both eligibility and reasonableness. The Council has full discretion to determine the reasonableness of budget items based on both objective and subjective decision-making tools. See "Restrictions on Use of Funds" subsection below to determine whether budget items requested are allowable prior to submitting your budget.

Applications for funding will undergo several reviews. At any point during these reviews, a decision not to fund a project or any part thereof may be made. These decisions are within the complete discretion of the Council.

Competitive Funding Decisions

All funding decisions related to the program application received in response to this solicitation are made by the Council and based on the availability of funding. The Council will inform the applicant of funding decisions through a grant award. Applicants should not make assumptions regarding funding decisions until they have received official written notification of award or denial signed by the Council Director. Applicants can appeal the initial funding decision but must do so within fifteen (15) business days of the date on the denial notice.

Once an award is made, it is within the discretion of the Council to determine that a subgrantee is not compliant with applicable policies. Upon such a determination, the Council may terminate

further funding and require reimbursement of grant funds.

Use of Funds

For this grant period, grant funds can only be used to support the replenishment of used and expired nasal naloxone kits.

Restriction of Funds

Grant funds cannot be used for: state training, full-time salary and fringe benefits, office space, utilities, furniture, incentives, monthly cell phone charges, the purchase of vehicles, weapons, for overall agency supplies, construction projects and grant administrative overhead.

Supplantation

Funds must be used to supplement existing funds for naloxone medication and cannot replace or supplant nonfederal funds that have been appropriated for the same purpose.

SECTION III: POST-AWARD REQUIREMENTS

Grant Acceptance

Subgrantees must accept or reject the grant award with original signatures and required forms within forty-five (45) days of the award date. The subgrantee will be unable to request funds until the award documents are submitted to the Council.

Special Conditions

At the time of the subgrant award, the Council will assign special conditions as deemed appropriate for the program. The special conditions will outline the subgrantee's responsibilities, as well as federal and state regulations that must be adhered to, as a condition of accepting the grant award for the approved program. The special conditions will be included in the award packet and must be reviewed, signed, and returned to the Council within **forty-five (45) days** of the award date. The Council will assume the grant award is rejected if these acceptance documents are not received by this submission deadline.

This is a federal reimbursement grant. Potential subgrantees are expected to abide by federal rules and regulations.

Fiscal Accountability

Commingling of funds on either a program-by-program or project-by-project basis is prohibited. The subgrantee's accounting system must maintain a clear audit trail for each source of funding for each fiscal budget period and include the following:

- Separate accountability of receipts, expenditures, disbursements, and balances. CJCC recommends creating an account in your accounting system for each grant using the grant number provided by CJCC.
- Itemized records supporting all grant expenditures in sufficient detail to show exact nature of activity.
- Data and information for each expenditure with proper reference to a supporting voucher or bill properly approved.

- Maintenance of billing records for project related expenses (i.e. provider invoices with accompanying timesheets)
- Provisions for payment by check (as applicable).

Performance Measures and Reporting Requirements

Performance measurement can be defined as the process of routinely measuring the outputs and outcomes produced by a program, thereby allowing one to assess the effectiveness of program investments and activities. It has been found that measuring performance builds consensus and commitment within the justice community, assists with the goal of obtaining and allocating resources, demonstrates success, and improves accountability.

The Bureau of Justice Assistance (BJA), Office of Justice Programs, the federal entity that administers the Adult Discretionary program, has developed performance measures for all funded program types. As such, the Council requires that all funded subgrantees complete a quarterly statistical report using BJA's Performance Measurement Tool (PMT). The PMT will ultimately help states produce evidence-based guidance on monitoring and evaluating all programs. PMT reporting is completed based on grant-funded activities and due on the following dates:

Reporting Period	Due Date
July 1 – September 30	October 15
October 1 – December 31	January 15
January 1 – March 31	April 15
April 1 – June 30	July 15

Submission of performance measures data is not required for the application.

SECTION IV: APPLICATION FORM

Program Narrative

All applicants must complete a project narrative describing the proposed training program being requested. The following elements are required in the project narrative.

- **Project Description:** Please include the agency's name, agency type, and year founded. Include the geographic area targeted (if applicable), estimated number of individuals who will be served during the grant period, and relevant characteristics of the project.

During the grant's duration, applicants are required to offer naloxone and ODMAP training to first-responding personnel; alternate, curriculum for training must be presented to the CJCC project coordinator for approval. Applicants will be connected to community agencies or will be provided training by CJCC unless alternative methods are provided by the applicant. Please provide a description of the program needs specified below.

If the applicant is requesting naloxone and/or ODMAP training, explain how the training will be used for personnel, as well as how it will be implemented and reinforced.

If the applicant is requesting funding for naloxone replenishment, describe how the funds will be utilized for agency purposes, as well as how it will be implemented and tracked.

If the applicant has already completed naloxone training within the last year, please provide confirmation of completion to include the training program conducted with the submitted application.

If the applicant is a registered ODMAP participant, a copy of the MOU or contract with ODMAP, as well as information on how data is implemented and tracked, should be submitted as an attachment with the application. If overdose data is not implemented and tracked at this time, please explain why.

- **Needs Statement:** List the precise issue(s) or gap(s) that the project will address. Include any and all jurisdictional information that is pertinent to this request and the impact of opioids in the applied community.
- **Project Goals:** State the goals of the proposed project. Explain how the project goals will meet the needs of the project's target population and/or impact the proposed service area.

SECTION V: Attachments

MOU/Contracts/Other

If there is a contract or memorandum of understanding between your agency and ODMAP, submit here. Please attach any training materials for review if they are available.

Budget

All applicants must attach a budget using the provided Detailed Budget Worksheet. All line items within the budget are subject to review and approval. Decisions related to these budget line items are based on allowance of line item costs per federal program guidelines, justification of costs in relation to project activities, and reasonableness of costs based on current market rates. ***For this grant program, grant funds can only be used to support the replenishment of used and expired nasal naloxone kits.***

How to Apply

Submit the completed application, including the requested information and all required attachments, online at [Naloxone Grant Application](#). To be eligible for funding consideration, a complete application must be submitted by **5 p.m. on Tuesday, November 14, 2023.**