

Application for Opioid Misuse Prevention, Recovery or Treatment Grants

The application is due **Friday, June 29, 2018** by 4 p.m. to Susan_Walsh@harvardpilgrim.org.

*All program and eligibility questions should be directed to:
Susan Walsh, NH Marketing Strategy Manager
650 Elm Street, Manchester NH 03101
Email: Susan_Walsh@harvardpilgrim.org*

The Opportunity:

There's a not-so-quiet epidemic taking place in communities across New England and throughout the country. Families are desperate for answers to the sad and prolonged addiction to opioids ravaging their children, sisters, brothers, mothers and fathers. We know there is no simple answer to breaking the addictive behaviors, but there are ways to diminish them and help mend the afflicted.

As a leading not-for-profit health services organization, we serve as a guide to our members, and our communities, to better health. This year, the Harvard Pilgrim Health Care Foundation, an affiliate of Harvard Pilgrim Health Care, is offering grants of up to \$10,000 to local nonprofit organizations in New Hampshire who serve New Hampshire residents with evidence-based prevention, treatment or recovery services to those who suffer from opioid addiction.

Priority will be given to projects that prove sustainability and provide measurement of results from current efforts as well as proposed measurement for projects effected by granted funds. Grantees will be expected to provide visibility and publicly credit Harvard Pilgrim Health Care Foundation for the grant. In addition, funded projects will be publicized and documented by the Foundation.

Applicant organizations must be not-for-profit 501(c)(3) organizations to be eligible for grants.

Eligibility Requirements:

- Applicant projects must be in and/or serve individuals from New Hampshire. Please clearly explain the region served in submission documents.
- Applicants must be able to provide measurable results for current work and a plan to track and measure the efforts of this grant.

Opioid Misuse Prevention, Recovery or Treatment Grants Application Questions:

Applications should include the following information in addition to the proposal cover sheet and other eligibility requirements (please do not exceed 3 pages):

1. ***What is the background and mission of your organization?***
2. ***What is the proposed use of the requested grant funds:***
 - a. What are your plans and timeline for this project?
 - b. Who will be involved/benefit and how many do you intend to serve with this funding?
 - c. What New Hampshire communities will this reach?
 - d. How will you know you've succeeded; what will have changed? What is your track record of delivering measurable results on related programming?
3. ***Budget:*** Please provide a line-item budget for how the funds will be used and explain where necessary. Administrative costs must be limited to 15% or less.
4. ***How will you inform your community of the grant and its results (local newspapers, signage, social media, community meetings)?*** Please provide some examples of your proposed visibility efforts for this grant.
5. ***Additional materials to include:***
 - a. A breakdown of current funding sources and a current financial statement
 - b. Up to three letters of recommendation
 - c. Cover sheet (below)

Important Dates and Submission Details:

- The Harvard Pilgrim Health Care Foundation will award approximately \$30,000 through this Opioid Misuse Grant initiative. Grant requests can be for \$5,000 or \$10,000 and we reserve the right to partially fund a grant submission.
- Questions can be submitted through June 15, 2018 and we will make every effort to answer all questions within three business days.
- Completed submissions are due June 29, 2018 by 4 p.m., no exceptions. All submissions should be delivered electronically, via email to susan_walsh@harvardpilgrim.org.
- Submissions must be no more than three pages, inclusive of all the requested information except:
 - The cover sheet.
 - The breakdown of funding sources and a current financial statement. Please submit as Appendix A.
 - Letters of reference, submitted as Appendix B.
- All submissions will be reviewed and finalists will be selected by July 30, 2018. Finalists may be asked for more information, an oral presentation or a site visit before final grants are awarded.

- Grants will be awarded in early September 2018, with the expectation that funds will be used by March 30, 2019. Grantees will be expected to complete a final report and budget update on the grant by April 30, 2019 as well as a brief data-only progress report submitted by January 15, 2019.



Proposal Cover Sheet

Organization Name:	Date: __/__/____	
Street Address:		
City:	State:	Zip:
President/Executive Director:	Phone:	
Target Geography served:		
# of People currently served:		
Mission/Purpose of the Organization:		
Project amount requested: \$		
# of additional people to be served:		
IRS Federal Tax-Exempt ID Number:	Project contact:	
Position/Title:	e-mail:	
Phone:	www:	
Authorized signature for organization:		
Type Name:		
Date:		

Office use only:
Date received:
Date reviewed:
Result:
Date report received: