



# State of New York County of Broome Government Offices

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## Broome County Health Department

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## Broome County Opioid Settlement Funds – Requests for Proposals

### **Proposal description:**

The New York State Attorney General filed an extensive lawsuit against large pharmaceutical manufacturers in March of 2019 which resulted in a settlement being awarded to New York State to address drug misuse, substance use disorders, both fatal and non-fatal overdoses and recreational substance use. The goal of this funding is to be used for, but not limited to, treatment, recovery, harm reduction, prevention, and education efforts. Proposals are encouraged to look at population needs across the life span, prioritize underserved populations and offer a prominent mental health component. Broome County was among one of the counties severely affected by the opioid epidemic and has received funding for interventions as detailed in the attached **“Schedule C Approved Uses”** document. Organizations can address multiple approved uses and projects within in their proposal. There is no minimum or maximum of award that can be requested, and projects may be funded in full or in part. When writing your request, think of how you might proceed if awarded less than the full amount. If selected, the 2-year project period would start on 6/1/26 and go through 5/31/2028. Please note that if you have a current contract through the Broome County Health Department Opioid Settlement Funds, you may continue or transition that work in the new application, but current contracts will not be extended. If awarded, you will need to provide insurance specifications as required by Broome County.

### **Example Funding Recommendations:**

See Schedule C Approved Uses document for a detailed list of approved uses.

### **Required Information:**

Applicants will be required to submit and supply the information detailed below to be considered for this proposal. Eligible applicants include community-based organizations, non-for-profit agencies, municipalities and privately owned businesses. The work for the award must be completed in Broome County. Below is the information to be included in the application:

1. Name and overview of your organization
2. Statement of support from your CEO, Executive Director, President as applies
3. Past experiences working on substance use related initiatives
  - a. If applying for a project that is similar to one you have previously proposed and/or implemented, share data of the results, including success and challenges of that work.
4. Organization’s point of contact (name, address, phone number, and email)

5. The approved use(s) targeted from the “*Schedule C Approved Uses*” document
6. Description of proposed project
  - a. Population of interest
  - b. What is the overdose-related need(s) being addressed in the community?
  - c. Service or intervention being provided to population of interest
  - d. Projected implementation process and timeline
  - e. Describe program staff and qualifications of those working on project
  - f. Provide a budget and justification that reflects specific line items such as salary, materials, supplies, advertising, administrative and facility costs (not exceeding 20% of total cost).
  - g. Describe how the program will be evaluated and provide outcome measures
  - h. Provide a sustainability plan explaining how the efforts could be sustained after this funding has ceased
7. Funding amount request
8. Any additional relevant information that wasn’t addressed in questions above (optional)

**Evaluation Criteria:**

1. A panel of at least 5 reviewers will score the proposal based on the rubric below
2. Broome County chooses to right re-release the RFP if it is determined that proposals are insufficient.

**Timeline and Submission:**

1. RFP release date: 1/20/2026
2. RFP deadline: 3/16/2026
3. Award period: 6/01/2026 – 5/31/2028
4. Questions should be submitted to: [OverdosePrevention@BroomeCountyNY.gov](mailto:OverdosePrevention@BroomeCountyNY.gov)
5. Final RFP submission should be emailed to:  
[OverdosePrevention@BroomeCountyNY.gov](mailto:OverdosePrevention@BroomeCountyNY.gov)