

Request for Application Notice

Paterson Coalition for Opioid Assessment and Response (COAR)

Opioid Response Team (ORT) Outreach Partner/s

The City of Paterson, by way of the Paterson Coalition for Opioid Assessment and Response (COAR), which is partially comprised of Public Safety and Health and Human Services officials, is soliciting one-year grant applications to address outreach to the community as it relates to opioid use disorder (OUD) and potential recovery options. Contracts would be for work between April 1, 2024 and March 31, 2025.

ELIGIBLE APPLICANTS: Qualified Public or Private 501(c)3 agencies (including community-based organizations, peer recovery programs, and drug treatment centers). All applicants must be able to obtain a Business Registration Certificate (BRC) and W-9 Form.

DISTRIBUTION: RFA and materials are available @ <https://www.patersonnj.gov/egov/apps/document/center.egov> as of: **Monday, December 18, 2023 @ 12:00 pm**
A hard-copy of the application can be obtained from:
Evan Vaccarella, City Hall
155 Market Street, 4th Floor, Paterson

TECHNICAL ASSISTANCE: In-Person Technical Assistance on January 05, 2024 @ 5:30 pm
155 Market Street, 3rd Floor, City Council Chambers, Paterson
To attend, you must RSVP to Evaccarella@patersonnj.gov

DEADLINE: Five (5) copies of the complete application packet are due by: **Tuesday, February 6, 2024 @ 6:00 pm**
Application packets must be submitted in hard copy to:
Tenee Joyner, Program Director
City Hall
155 Market Street, 4th Floor, Paterson, NJ 075054

For guidance, contact: Tenee Joyner @ 973.321.1600 ext. 3238 or by email tjoyner@patersonnj.gov

**PATERSON COALITION FOR OPIOID ASSESSMENT AND RESPONSE (COAR)
REQUEST FOR APPLICATIONS (RFA) FOR OPIOID RESPONSE TEAM (ORT) OUTREACH PARTNER/S**

Contract Timeline: April 1, 2024 – March 30, 2025

The Paterson Coalition for Opioid Assessment and Response (“COAR”) seeks applications from community-based organizations (“CBOs”) interested in performing street-level outreach in partnership with the Paterson Opioid Response Team (ORT). The ORT is comprised of specially-trained, off-duty, and plain-clothed police and FF/EMS first responders who volunteer to pair with a professional outreach worker [either ORT Social Workers from Paterson Health and Human Services (HHS) or a CBO] to perform outreach. ORT’s Geographic Outreach began in Paterson on April 1, 2024; currently, outreach operates two days per week, four-hour shifts per day (Wednesdays and Saturdays).

Approximately one year into its current efforts, COAR plans to launch an expanded approach to ORT outreach; the goals are to perform outreach more frequently per week, to introduce new recovery mechanisms as they become available (i.e. RealFix), and to reach additional audiences with positive messages about Opioid Use Disorder (OUD) and recovery, including but not limited to the following:

- OUD is a medical condition that can be medically treated. When medication is used, it is vital to secure a legitimate prescription and oversight from a licensed medical professional.
- There are three Medications for Addiction Treatment (MAT)—Suboxone, Methadone, and Sublocade—that are clinically proven to reduce mortality rates among those suffering with OUD.
- Medical treatment alone is not likely to resolve OUD for an individual that is struggling with additional factors like homelessness, lack of income or social supports, health care coverage, etc.; there are often many complex barriers to recovery that must be addressed in order to help an individual be successful. There is no one-size-fits all approach to recovery or “right way” to embark upon recovery. The ORT and/or its partners can help provide consistent case management, service navigation, and support to those who need assistance.
- There are many ways to reduce potential harm (i.e. overdose, injury, or death) among people who use drugs, including those with OUD. Individuals who participate in harm reduction programs or services are five times more likely to eventually enter recovery treatment.
- Those suffering from OUD (as well as their loved ones) deserve to be treated with dignity and respect, therefore, they:
 - o Deserve to be provided factual information about mortality rates related to a variety of recovery options (MAT included);
 - o Deserve to be provided information about strategies and services that can reduce harm to their life or livelihood; and
 - o Deserve to be offered genuine, reliable assistance and navigation that yields clear points of access to effective services and as few “dead ends” as possible.

The ORT is meant to provide a consistent, community-based presence of factual information about data-driven, patient-centric methods of OUD recovery. ORT members are meant to provide a safe and positive exchange of factual information regarding the above messages. ORT members are not meant to debate, argue, convince, shame, or coerce individuals into believing the above messages. Information and/or items disseminated by the ORT during outreach are not contingent upon believing or agreeing with the above messages or agreeing to seek/access any ORT-related services. All individuals who interact with the ORT must be afforded respect, patience, and factual information; even if an individual does not wish to receive the ORT’s information or support at that moment, that is very acceptable and should not impact the way that any ORT member talks to, respects, or treats them. This is in an effort to build trust over time between the ORT and its target audience, as well as the Paterson community. Similarly, all MAT referrals made by the ORT or its partners during ORT Geographic Outreach must be made to trusted, medically-appropriate treatment providers; lists of approved MAT referral sources will be provided and are subject to change. Assuring quality referrals is necessary to building trust and a positive impact over time.

**PATERSON COALITION FOR OPIOID ASSESSMENT AND RESPONSE (COAR)
REQUEST FOR APPLICATIONS (RFA) FOR OPIOID RESPONSE TEAM (ORT) OUTREACH PARTNER/S**

All ORT outreach activities occurring alongside CBOs must conform to the following parameters:

- Must occur for at least four hours per outreach session.
- Must occur alongside ORT members (no less than one specially-trained, off-duty, plain-clothed police officer and no less than one specially-trained, off-duty, plain-clothed FF/EMS member).
 - o CBOs are not responsible for financially supporting the needs/time of other members.
- Must take place within a COAR-approved target area, at COAR-approved address(es)/location(s), and/or among COAR-approved target audience(s). Locations may be subject to change based on need. CBOs will have the opportunity to propose their ideal/suggested outreach strategy in the ORT Partner Application Questions. COAR and the CBO must mutually agree on the outreach strategy prior any outreach activity taking place. Award of this RFA does not constitute direct approval of the proposed outreach strategy.
- Must account for every individual that was reached out to on a real-time basis; this will be facilitated by a secure survey tool that was specially developed by COAR for use by ORT members. Please note that the depth/quality of outreach per individual is more important to the COAR team than quantity of individuals reached. This tool must be used to track each individual interacted with, and include (at minimum):
 - o Which group is performing the outreach;
 - o What information or item(s) the individual was provided during outreach (if any); and
 - o Where the outreach occurred.

All CBOs awarded via this RFA must comply with/agree to the following parameters:

- Attending all COAR Stakeholder Meetings (hosted on a quarterly basis). If the meeting cannot be attended, the CBO must inform the COAR Sr. Program Manager ahead of time.
- Attending all ORT Trainings/Team-building Activities (in-person). If the training/activity cannot be attended, the CBO must inform the COAR Sr. Program Manager ahead of time.
- Only being reimbursed for outreach performed on the dates/times that are scheduled and mutually agreed upon by the CBO and COAR. All scheduling will be negotiated and/or confirmed on a quarterly basis.
- Signing HIPAA-advised confidentiality agreements with COAR and other ORT-related entities (as needed) to ensure that personally-identifiable information (PII) entered into the outreach tool and/or passed between ORT Social Workers and the ORT Outreach Team can be shared and kept confidential between all parties.
- Sending an invoice for all billable outreach services on a monthly basis with detailed monthly report. Invoices shall be addressed to the COAR Sr. Program Manager and sent via email. Please note that expenses related to food or refreshments are not billable.
- Provide proof of liability insurance.
- Being generally available during reasonable business hours (Monday through Friday 9 am to 4 pm) for meetings, timely emails, and/or phone discussions with the COAR/ORT team.
- Agreeing to participate in any requested and/or ongoing Quality Improvement meetings, should they be called. Any such meetings will be held on dates/times that are scheduled and mutually agreed upon by the CBO and COAR.
- Recognizing that COAR activities, decisions, and programs (including those which dictate ORT Geographic Outreach, as well as the RealFix program) are rooted in data, and thus are subject to change with new data insights. Any data insights that implicate change to a CBO's outreach strategy will be discussed between COAR and the CBO on a case by case basis. Any changes to the outreach strategy must be approved by COAR, and a reasonable diversion for the CBO to fulfill.

**PATERSON COALITION FOR OPIOID ASSESSMENT AND RESPONSE (COAR)
REQUEST FOR APPLICATIONS (RFA) FOR OPIOID RESPONSE TEAM (ORT) OUTREACH PARTNER/S**

CBOs that are aligned to the ORT's mission and are interested in being a partner in ORT Geographic Outreach are invited to **submit the following application materials to Tenee Joyner at 155 Market Street, 4th Floor, City Hall no later than 6:00 pm on Tuesday, February 6, 2024:**

- Completion of the ORT Partner Application Cover Page (with complete checklist and signatures)
- Completion of the ORT Partner Application Questions, including:
 - o Proposed outreach strategy, including any harm reduction supplies (needles are not allowable), supportive information, or additional services/linkages/direct referrals your team would provide on-site (Section A)
 - Please note that any group making direct referrals will be required to follow-up with all individuals to whom referrals were written and to help create a data-sharing plan with the COAR Data Manager so all metrics can be centralized.
 - o Proposed target location(s), venue(s), and/or audience(s) (Section B)
 - o Relevant credentials of those who will perform outreach (Section C)
 - o Weekly schedule/availability (Section D)
- Completion of the ORT Partner Budget Justification Form (Section E)
 - o Please note that COAR cannot reimburse for expenses related to food or refreshments
- Business Registration Certificate (can be ordered here: <https://www.state.nj.us/treasury/revenue/busregcert.shtml>)
- Most Recent W-9
- Five (5) total copies of the final application packet (all documents listed above)

Please note the following:

- **There will be an in-person Technical Assistance (TA) session held on January 5, 2024 at 5:30 pm, located at 155 Market Street, 3rd Floor, City Council Chambers** to review the Application Cover Page, Application Questions, and Budget Justification Forms. This is the venue in which the COAR/ORT team will answer any outstanding questions about either document.
 - o If you plan to attend the TA session, please RSVP by email to evaccarella@patersonnj.gov
- Anyone is invited to pick up a blank application packet at 155 Market Street, 4th Floor. However, all final application packets must be submitted as typed pages (handwritten pages will not be accepted).
- One or more entities may be awarded via this RFA.

Thank you for considering this RFA. Paterson's COAR and ORT look forward to aligning efforts with one or more CBOs that are interested in performing (or already performing) outreach to the OUD population in a manner that highlights data-driven, patient-centric methods of recovery as well as the access points through which such services can be reached.

Please type all responses in a non-bolded/12-point font. Handwriting is acceptable where needed on this cover page.

ORT Partner Application Cover Page

Applicant Organization:
Applicant EIN:
Applicant Website:
Applicant Address:

Point of Contact:
Phone:
Email:
Organization Lead, Title:

Thank you for responding to this RFA. Please ensure that you submit five (5) hard copies of the following documentation (in this order) to Tenee Joyner at 155 Market Street, 4th Floor, City Hall no later than 6:00 pm on Tuesday, February 6, 2024:

- Application Cover Page (this document – completed and signed)
- Application Questions
 - Section A
 - Section B
 - Section C
 - Section D
- Budget Justification Form (Section E)
 - Please type the **Total Grant Request (see excel, cell @ I-48): \$_____**
 - Please type the **Total Estimated Cost Per Outreach Event (I-51): \$_____**
 - Please note that Administrative costs must not exceed 10% of the overall request
- Business Registration Certificate (can be found here: <https://www.state.nj.us/treasury/revenue/busregcert.shtml>)
- Most Recent W-9

By signing the below line, I hereby confirm that the above application and its contents are as complete and accurate as possible.

Point of Contact

Signature: _____

Printed Name, Title: _____

Date: _____

Organization Lead (if different)

Signature: _____

Printed Name, Title: _____

Date: _____

ORT Partner Application Questions

Applicant Organization:
Applicant EIN:
Applicant Website:
Applicant Address:

Point of Contact:
Phone:
Email:
Organization Lead, Title:

Section A: Proposed Outreach Strategy

(50 pts)

The ORT is meant to provide a consistent, community-based presence of factual information about data-driven, patient-centric methods of OUD recovery. As noted in the RFA, there are a few main messages currently associated with ORT Outreach:

- *OUD is a medical condition that can be medically treated. When medication is used, it is vital to secure a legitimate prescription and oversight from a licensed medical professional.*
- *There are three Medications for Addiction Treatment (MAT)—Suboxone, Methadone, and Sublocade—that are clinically proven to reduce mortality rates among those suffering with OUD.*
- *Medical treatment alone is not likely to resolve OUD for an individual that is struggling with additional factors like homelessness, lack of income or social supports, health care coverage, etc.; there are often many complex barriers to recovery that must be addressed in order to help an individual be successful. There is no one-size-fits all approach to recovery or “right way” to embark upon recovery. The ORT and/or its partners can help provide consistent case management, service navigation, and support to those who need assistance.*
- *There are many ways to reduce potential harm (i.e. overdose, injury, or death) among people who use drugs, including those with OUD. Individuals who participate in harm reduction programs or services are five times more likely to eventually enter recovery treatment.*
- *Those suffering from OUD (as well as their loved ones) deserve to be treated with dignity and respect, therefore, they:*
 - o *Deserve to be provided factual information about mortality rates related to a variety of recovery options (MAT included);*
 - o *Deserve to be provided information about strategies and services that can reduce harm to their life or livelihood;*
 - o *Deserve to be offered genuine, reliable assistance and navigation that yields clear points of access to effective services and as few “dead ends” as possible.*

1. Based on this statement and the above messages, why do you believe that your organization would be a good fit to partner with the ORT for Geographic Outreach? Please discuss your traditional scope of work and any interaction/training/partnership you have already experienced with COAR/ORT or the RealFix program.

2. Please discuss your view or understanding of Paterson’s opioid epidemic. Who is impacted? What barriers and/or gaps in service currently exist? Have you or your organization ever worked to address the barriers or gaps you’ve witnessed? If so, what did you attempt to do?

Please type all responses in a non-bolded/12-point font. Please do not handwrite on this page.

ORT Partner Application Questions

3. If performing outreach, would your organization plan to distribute anything on-site, such as general/supportive information, harm reduction supplies/kits, direct linkages or referrals to additional services or treatment? If yes, what would you distribute and how does it enhance or validate your proposed outreach strategy?

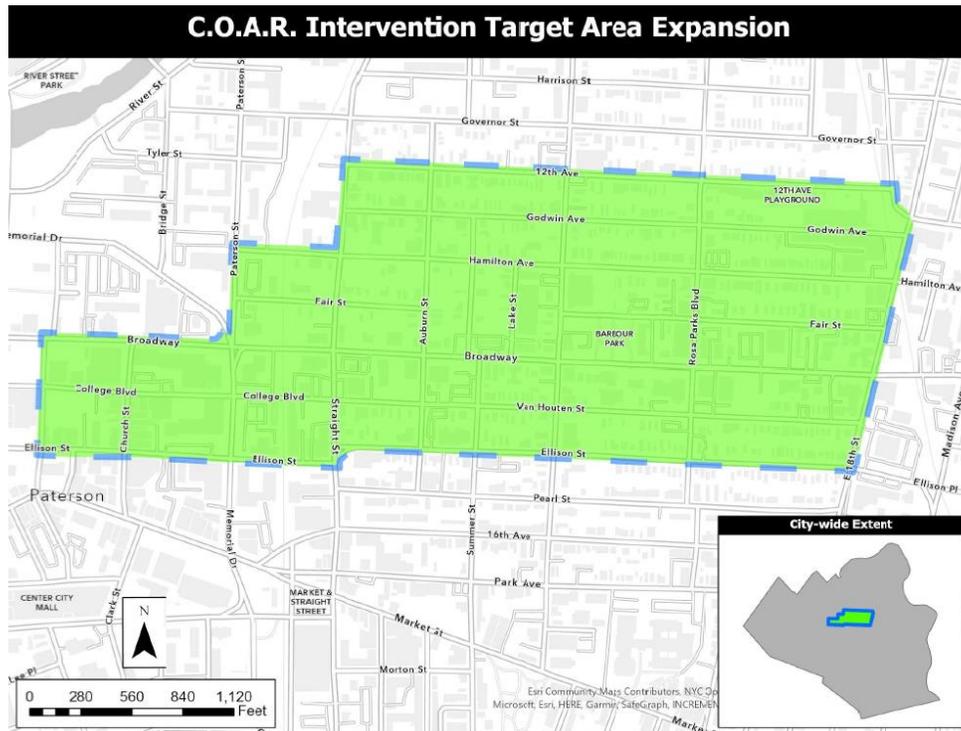
Please note that you cannot distribute needles unless otherwise authorized to do so by the proper authorities. While you may distribute food/refreshments, these expenses are not reimbursable.

4. If providing linkages or referrals, please explain how you determine which organizations/services you refer individuals toward? *If you do not plan to make direct referrals or linkages, please write N/A.*

5. If providing linkages or referrals, how will you track whether or not the individual used/accessed their referral, or whether they plan to use their referral in the future? (Outcome tracking is required if you plan to make direct referrals or linkages). *If you do not plan to make direct referrals or linkages, please write N/A.*

Section B: Target Audience Expansion

(20 pts)



ORT Partner Application Questions

6. COAR’s data insights have developed an area of focus during ORT Geographic Outreach; this area accounts for 28% of all overdoses citywide. While this area is important to COAR’s overall program evaluation, there are additional audiences (beyond just geographic definition) that need support, education, and to begin breaking the stigma around OUD and recovery options. In addition to serving the COAR Target Area (see map above), please discuss any additional, specific, or unique target audiences that your organization is able to reach with the messages listed on Page 1.

Section C: Organizational and Personal Credentials (5 pts)

7. Please write the names and credentials of each individual who may perform outreach on behalf of your organization. Please include their rank/role within your organization. Please note any academic background or relevant trainings in the field(s) of medicine, health education, social work, law enforcement, counseling, or peer support/counseling.

Please note that all individuals performing outreach must be willing to attend any applicable in-person and/or virtual ORT Trainings and Team-building Activities.

Section D: Weekly Schedule (5 pts)

8. COAR will ideally create a schedule that assures there is some form of ORT Outreach occurring on a daily basis. While we recognize that availability is subject to change, please indicate the approximate blocks of time (per week) that your organization would generally/likely be available for outreach. Please indicate this by placing an “X” in any of the appropriate boxes below.

Please note that awarded organizations will only perform outreach during the dates/times that are scheduled and mutually agreed upon by the CBO and COAR. All scheduling will be negotiated and confirmed on a quarterly basis.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
AM (8-12)							
PM (12-4)							
Evening (4-8)							

Section E: Budget Justification Form (20 pts)

Please use attached excel form (known as the ORT Partner Budget Justification Form)

Budgets will be evaluated based on the cost efficiency per outreach event compared to the total grant request; this is weighed against the proposed outreach strategy, as well as other factors.