

NORTH DAKOTA OPIOID SETTLEMENT FUND (OSF) GRANT

2023 – 2025 State Biennium

NOTICE OF FUNDING OPPORTUNITY

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OSF GRANT OVERVIEW

BACKGROUND

National opioid settlements have been reached with opioid manufacturers and distributors. North Dakota is one of the many states who participated in these settlements. As a result, North Dakota is estimated to receive \$60 million over the next 18 years in opioid settlement funds. A requirement of states receiving the settlement funds is the establishment of an advisory committee. Additionally, the use of funds must align with approved uses for the settlement funds, which is found in Attachment A – Opioid Remediation Uses, which is [Exhibit E](#) of the settlement documents.

Through the passage of House Bill 1447 during the 68th Legislative Assembly in North Dakota, a new chapter in North Dakota Century Code (NDCC) was established. NDCC 50-36 established the Opioid Settlement Advisory Committee and states any funds recovered by North Dakota, as a result of opioid litigation, shall be deposited into the Opioid Settlement Fund within the State Treasury. NDCC 50-36 also states the Department of Health and Human Services is appropriated \$8 million of the settlement funds for the 2023-2025 biennium and shall utilize recommendations received from the Opioid Settlement Advisory Committee to guide the use of funds. Information on the North Dakota Opioid Settlement Advisory Committee can be found here: www.hhs.nd.gov/opioids/settlement.

Utilizing recommendations from the Opioid Settlement Advisory Committee, the North Dakota Department of Health and Human Services, Behavioral Health Division (BHD) has created and is announcing the OSF Grant.

OSF GRANT FUNDING

- Total available funding as of November 20, 2023, is \$7,053,787.
- As outlined in NDCC 50-36-05, at least 20% (\$1,600,000 of the \$8,000,000 settlement funds appropriated for the 2023-2025 biennium) shall be used for opioid use prevention and overdose prevention, including best practices relating to fentanyl drug overdose, and approved use for workforce development.
- Grant awards must be used for efforts in North Dakota.
- Grant awards are dependent on available funds and partial awards may be possible.
- Grant funding shall be expended by June 30, 2025
- Grant funding is for actual reimbursable expenses only. No payments shall be made in advance.

OSF GRANT APPLICATION

OSF GRANT APPLICATION FORMAT AND CONTENT

An applicant must submit a signed application that includes the following:

1. Complete name and address of applicant’s organization.
2. Name, email address, mailing address, and telephone number of the person BHD should contact regarding the application.
3. Name and title of the individual responsible for the project identified in this application.
4. A comprehensive project work plan and timeline the applicant intends to follow and illustrate how the project will be successfully implemented. The timeline should include milestones with estimated dates. Applications that address one or more of the recommendations from the Opioid Settlement Advisory Committee will receive additional points award to their applications, see Attachment B – Opioid Settlement Advisory Committee Priority Recommendations.
5. A description of the type of work each of the applicant’s staff will perform in carrying out the project and describe relevant credentials and experiences of each staff member. If the offeror plans to use external sources, such as consultants, this must be included in the plan.
6. A description of how the project addresses a need or gap in the state. Utilize data when possible.
7. A description of the anticipated impact the project will have in North Dakota. Utilize data when possible.
8. A description of how the project will be sustained after funding ends.
9. A description of how process and outcome measures will be gathered and reported.
10. The specific item(s) within Attachment A – Opioid Remediation Uses that the applicant’s project aligns with.
11. An identification of any similar projects in North Dakota and a description of how applicant’s project will enhance, not duplicate, the efforts in North Dakota.
12. The total amount of funds being requested for applicant’s project and a detailed budget, including the information below:

Category	Amount
Salaries & Fringe Benefits	
Travel	
Subcontracting	
Equipment	
Supplies	
Operations	
Other	
TOTAL DIRECT COSTS	

Indirect Costs	
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TOTAL BUDGET:	
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13. All applications must be signed and dated.

OSF GRANT SUBMISSION AND REVIEW PROCESS

OSF GRANT APPLICATION SUBMISSION

Grant Application Submission Date	Grant Award Status Notification Date
11/20/2023 – 12/22/2023 at 11:59 p.m.	1/15/2024
12/23/2023 – 3/31/2024 at 11:59 p.m.	4/19/2024
4/1/2024 - 6/30/2024 at 11:59 p.m.	7/19/2024
7/1/2024 - 9/30/2024 at 11:59 p.m.	10/18/2024
10/1/2024 - 12/31/2024 at 11:59 p.m.	1/24/2025

The first round of grant applications received by December 22, 2023, will be reviewed and notified of award status no later than January 15, 2024. If funding is available, subsequent applications will be reviewed on a quarterly basis.

Applications must be submitted to Amy Lies at amlies@nd.gov.

OSF GRANT APPLICATION REVIEW PROCESS

Grant applications will be reviewed by a team within BHD. This team will consist of individuals with experiences across the continuum of care and may include professions, such as licensed addiction counselors, prevention specialists, and a registered nurse.

CONFLICT OF INTEREST

Personal financial gain and private benefit to staff of the North Dakota Department of Health and Human Services is prohibited. If an evaluator has a conflict of interest, they will not evaluate the grant applicant and shall recuse themselves from the review of that particular grant application.

The evaluation team will utilize the Evaluation Tool (Attachment C) to review all applications.

After reviewing an application and completing an evaluation, the team will determine the application to be awarded, partially award, or not awarded. BHD reserves the right to not award an application.

- **Applications that are not awarded:** The applicant will receive a notice of not being awarded.

- **Applications that are partially awarded:** The applicant will receive a notice of being partially awarded with the amount that is being awarded. BHD may request a meeting prior to the award. Applicants will then enter into a Grant Agreement with BHD (Attachment D). Applicant shall acknowledge receipt of award. BHD reserves the right to follow-up on progress and request repayment of inappropriately used funds.
- **Applications that are awarded:** The applicant will receive a notice of being awarded with the amount being confirmed. Applicants will then enter into a Grant Agreement with BHD (Attachment D). Applicant shall acknowledge receipt of award. BHD reserves the right to follow-up on progress and request repayment of inappropriately used funds.

An awarded applicant is required to register as a Vendor with the Secretary of State. The North Dakota Secretary of State has registration requirements for individuals and businesses transacting business in North Dakota. If the applicant is determined to have a registration requirement with the North Dakota Secretary of State, they shall be registered before the contract award and registration shall remain active for the duration of the contract period ([N.D.C.C. § 54-44.4-09.1](#)).

- See the OMB [Guidelines to Vendor Registry](#) for more information.

Visit the Secretary of State's [Vendor Registration](#) webpage for information on registration requirements and fees. Visit [FirstStop](#), the Secretary of State's business and licensing software, for online form options.

- Check the [Business Records](#) database to see if a business is registered.
- Contact [Secretary of State's](#) office by [email](#) or call 701-328-2900 (choose menu item 2, then option 1).
- If you need to register, fees apply.
- Vendors may need to obtain businesses licenses. See the [list of licenses required of businesses](#) in the State of North Dakota. The link includes information on who to contact, application fees, renewal dates, and the legal reference.

ATTACHMENTS

Attachment A: Exhibit E

Attachment B: Opioid Settlement Advisory Committee Priority Recommendations

Attachment C: Evaluation Tool

Attachment D: Sample Grant Agreement