

SMITH COUNTY ADMINISTRATIVE COUNCIL ON OPIOID SETTLEMENT FUNDS

Request for Proposal

The Smith County Administrative Council on Opioid Settlement Funds (“The Council”) invites new and existing organizations to submit a Request for Proposal for funding of new or existing programs. The Council had determined that its initial recommendation for allocation of funds will be for programs focused on school-age prevention specifically tailored to the following grade bands: Kindergarten through 4th grade; 5th through 8th grade; and High School.

All Request for Proposals must be submitted to the Smith County Mayor’s Office no later than **4:00 p.m. on July 14, 2023.**

Any questions may be directed to Mayor Jeff Mason at jmason@smithcountyttn.gov.

You may attach additional pages as needed to answer any of the following questions.

Organization Name:

When was your organization formed?

What is your legal status (LLC, Inc., etc...)?

What is your organizational structure?

Who runs your day-to-day operations?

How many employees do you have?

How many volunteers do you have?

If you have a board of directors, who is on that board?

Please give a brief history of your organization:

Please provide a brief financial summary of your organization. Explain your average revenue (and sources) as well as average expenses per year (Also attach 12 months of financial reports).

What is the primary focus of your organization?

How many people do you currently serve with programs you currently offer?

What are some of your current programs you provide?

How much funding are you projecting to need for the program you are proposing?

How much funding are you requesting from this grant utilizing settlement funds allocated to Smith County?

Will your program/project require ongoing funding? What is your plan to continue funding beyond this initial funding awarded to your organization?

Please explain, in detail, how you propose to spend any funding you receive from these settlement funds awarded to you:

Is this a new or existing program/project?

What is the primary population you plan to serve by this program/project?

How is this program/project related to prevention and/or the remediation of the opioid crisis?

How do you plan to track the success of your program/project?

Signature

Printed Name

Organizational Role

Date