



REQUEST FOR APPLICATIONS (RFA)

OPIOID SETTLEMENT PROCEEDS GRANT (Round 3)

Balance of Proceeds from Fiscal Year 2023 (Year 1), 2024 (Year 2), 2025 (Year 3)

Available Funds: \$213,281.66

Release Date: Friday, April 18, 2025

Application Due Date: 5:30 PM on Monday, May 19, 2025

It is the responsibility of the applicant to ensure application(s) arrive prior to the due date and time.
Applications received digitally after 5:30 p.m. on Monday, May 19, 2025, will not be considered.

This document can be made available in alternative accessible formats upon request.

**City of Palm Bay
Community & Economic Development
120 Malabar Road SE
Palm Bay, Florida 32907**

**Ibis Camacho
Assistant Director
(321) 952-3400 Ext 4045
HCDinfo@palmbayflorida.org**

BACKGROUND OPIOID SETTLEMENT PROCEEDS

During the State Fiscal Year (FY) 2021-2022, Florida State Attorney General Ashley Moody announced a series of historic settlements between the State of Florida and the manufacturers, distributors, and dispensers of opioids that will provide more than \$3 billion to Florida over the next eighteen years.

At the July 1, 2021, Regular Council Meeting, Palm Bay City Council adopted Resolution 2021-33 which recognized the harmful effects from the opioid epidemic suffered by the City. The City of Palm Bay joined the State of Florida, counties, and other cities as part of the filed action in re: National Prescription Opiate Litigation, MDL No. 2804 (N.D. Ohio) (the “Opioid Litigation”). Resolution 2021-33 proposed a unified plan for the allocation and use of prospective settlement dollars from opioid related litigation, and the City entered into a Memorandum of Understanding (MOU) with the State of Florida setting the framework of the unified plan for the proposed allocation and use of opioid settlement proceeds.

On November 15, 2021, the Office of the Attorney General executed a Florida Opioid Allocation and Statewide Response Agreement (see Attachment A of this RFA) with certain local government in the State of Florida prescribing the intent of the State and local governments for use of the opioid settlement proceeds and provided for Exhibits “A” (herein after referred to as ‘Schedule A’) and “B” (hereinafter referred to as ‘Schedule B’) of the Agreement to ensure that the funds are expended in compliance with evolving evidence-based best practices. Eligible use of opioid settlement funds must fall under one of the three categories established in Schedule B: Treatment, Prevention, and Other Strategies. Core strategies shall comply with Schedule A.

In February of 2023, Governor Ron DeSantis announced plans for the first \$205.7 million from the Opioid Settlements. In year one, these funds will serve communities throughout the State of Florida, and support prevention, treatment, and recovery efforts statewide.

In December of 2023, the City received the first round of the National Opioid Settlement funds from some of the largest pharmaceutical distributors Allergan, CVS, Distributors, Janssen, Teva, Walgreens and Walmart (“Distributors”). The City will continue to receive funds until December 2036. The City has received opioid settlement proceeds totaling \$275,619.36, which includes \$86,397.57 (FY 2023) and \$189,221.79 (FY 2024). Per the Agreement, the City is authorized to withhold a maximum of five percent (5% or a total of \$13,780.97 for both FYs combined) to cover administrative costs, which leaves a balance of \$261,838.39 in opioid settlement funds to be awarded under this Opioid Settlement Proceeds Grant.

At the Regular Council Meeting on July 18, 2024, Palm Bay City Council authorized the City to publish a Request for Applications to solicit applications for use of FY 2023 and 2024 opioid settlement proceeds.

At the Regular Council Meeting on October 17, 2024, Palm Bay City Council awarded OSPG funds to three (3) programs in the total amount of \$224,608, leaving a balance of \$37,230.39 from Years 1 and 2 opioid settlement proceeds. Awardees included Brevard Prevention Coalition received \$75,000 for Opioid Use Disorder Treatment & Recovery and another \$75,000 for their Positive Choice, Positive Life program. Operation New Hope received \$74,608 for their Ready4Work Recovery Support program.

In Year 3 (2025), the City received a total of \$170,874.31 in opioid settlement proceeds. In accordance with the State Agreement, the City is authorized to withhold a maximum of five percent (5% or a total of \$8,543.72) to cover administrative costs, which leaves a balance of \$162,330.59. In addition, the City has gained interest in the amount of \$13,720.68 plus the remaining balance of \$37,230.39 from Year 1 and 2, which totals 213,281.66 in opioid settlement funds to be awarded under this Opioid Settlement Proceeds Grant (Round 3). Per Council direction, this RFA seeks to solicit applications and proposals from agencies

providing eligible programs and services to homeless, or those at risk of homelessness. To be deemed *eligible*, programs and services must align with the Core Strategies as outlined in Exhibit A and fall within one of the three categories as established in Exhibit B of this RFA.

SUMMARY OF APPLICATION REQUIREMENTS OPIOID SETTLEMENT PROCEEDS GRANT

The Request for Applications (RFA) closes and applications are due by electronic submittal to HCDinfo@pbfl.org no later than 5:30 PM on Monday, May 19, 2025. Late submittals and incomplete applications will not be considered.

Applications are available for download at www.pbfl.org/opioid.

Mandatory Technical Assistance Workshop (VIRTUAL)

9 AM on Friday, April 25, 2025

Attendance is mandatory for applications to be considered complete.

Registration for this workshop is required. Registration closes at midnight on Wednesday, April 23, 2025.

Register at www.pbfl.org/opioid

FUNDING AWARD:

Complete applications will be presented for City Council's consideration at the Regular Council Meeting, on Thursday, July 3, 2025, at 6pm. Attendance is required.

Maximum Funding Amount: The maximum award amount per category is \$75,000. Eligible categories include Treatment, Prevention, and Other Strategies as identifies in Schedule B. Applicants may seek funding under more than one category. Eligible applicants are those agencies providing eligible programs and services to Palm Bay residents and families at risk of homelessness as a result of opioid use disorder. To be deemed *eligible*, programs and services must align with the Core Strategies as outlined in Exhibit A and fall within one of the three categories as established in Exhibit B of this RFA.

Estimated Period of Performance: Beginning upon effective date of the subrecipient agreement through September 30, 2026.

Eligibility: Applicants must meet the following criteria:

- May be a not-for-profit or for-profit; however, special consideration will be given to not-for-profit entities
- Entity shall be in operations for a minimum of three (3) years
- Entity must be an active agency operating within Brevard County
- Proposed programs shall solely serve Palm Bay's homeless population or Palm Bay residents at-risk of homelessness
- Existing programs shall demonstrate how grant funds awarded will expand or enhance the program
- A representative of the entity must participate in the mandatory technical assistance workshop
- Entities must attest to not having suspensions or debarments within the last five (5) years
- Document amount and source of any private funds being leveraged to support the proposed programs and services. Special consideration will be given to applicants leveraging private funds.

Disqualifying Criteria: Applications are ineligible for funding award in the event of any one of the following:

- Application submittal after 5:30 PM on Monday, May 19, 2025.

- An application is deemed incomplete due to missing items.
- Applications proposing programs or services not serving Palm Bay residents and families at-risk of homelessness due to opioid use disorder.
- Applications not addressing the Core Strategies provided in Schedule A and Schedule B
- Agencies not in compliance with all local and state regulations and/or accreditation and certification requirements, where applicable.
- Agencies that did not attend the mandatory technical assistance workshop.

**SUBMITTAL CHECKLIST
OPIOID SETTLEMENT PROCEEDS GRANT**

Eligibility Documents

- ☐ Copy of a good standing certificate issued within the last 12 months by the Florida Division of Corporations
- ☐ As applicable: Copy of current Charitable Solicitation Permit issued by the State of Florida or a letter indicating that agency is exempt pursuant to Sec 496.406(3), FL Statutes, issued by the state or signed by agency's board
- ☐ Copies of audited balance sheets and profit and loss for the last two (2) fiscal years
- ☐ Copies of completed and filed federal tax returns for the last three (3) tax years
- ☐ Agencies exempt from filing tax returns shall submit:
 - IRS certification of exemption and
 - Copies of audit reports from the last three years conducted in accordance with GAAS and GAS or agency's financial information in form and substance reasonably acceptable to the Department of Finance and Administration
- ☐ Mandatory Technical Assistance Workshop Attendance

Application Contents

- ☐ Section I: Contact & Agency Information
- ☐ Section II: Programs & Services Information
- ☐ Section III: Agency Background & Experience
 - Part A: Description of agency's board
 - Part B: Description of agency's executive staff
 - Part C: Agency's experience and accomplishments addressing and/or treating opioid addictions, overdoses, etc.
- ☐ Section IV: Program Overview
- ☐ Section V: Program Activities
- ☐ Section VI: Program Management & General Overhead
 - Part A: Description of the management and staff positions needed
 - Part B: General Overhead
 - Part C: Fundraising, partners, and sustainability
- ☐ Section VII: Operating Budget & Budget Narrative (Attachment B)
 - Part A: Program Budget Detail
 - Part B: Program Budget Narrative
- ☐ Section VIII: Program Impact & Effectiveness
 - Part A: Goals & Measurable Objectives
 - Part B: Program achievements and/or evidence-base

City of Palm Bay
Opioid Settlement Funds (Round 3) – Request for Applications

- Part C: Program Impact on the funded category
- Section IX: Chapter 118 Noncompliance Disclosure
- Section X: Certification

**SUBMISSION INSTRUCTIONS
OPIOID SETTLEMENT PROCEEDS GRANT**

Complete all sections of the application packet. Include the Submittal Checklist and Submission Instructions with your application. In the electronic submittal via email to HCDinfo@pbfl.org, the subject of the email should be titled: “Opioid RFA FY 2023, 2024, 2025 Funding – Round 3 (Name of Agency)”.

All applications and supporting documentation shall be submitted in PDF format.

Applications shall be submitted no later than 5:30 PM on Monday, May 19, 2025. Late and incomplete applications will not be considered for grant award.

For questions on the application, email HCDinfo@pbfl.org with the subject line: “Opioid RFA – ATTN: Ibis Camacho” or contact Ibis Camacho, Assistant Director of Community & Economic Development, at (321) 952-3400 Ext 4045 during normal business hours, Monday through Friday between 8 AM to 4:30 PM.

Following submission, you will receive an email confirmation from HCDinfo@pbfl.org. If you do not receive this confirmation email within 24 business hours, please contact Ibis Camacho.

SECTION I: Contact & Agency Information

CONTACT INFORMATION

Representative Name:	
Title:	
Telephone:	()
E-mail:	

AGENCY INFORMATION

Legal Entity:	
DBA/Also Known As:	
Mailing Address: (include city, state, zip)	
Primary Telephone:	()
Website:	
Federal ID # (FEIN):	
FL Div of Corp Doc #:	
Name of Chief Executive:	
Fiscal Year:	

SECTION II: PROGRAMS & SERVICES

PROGRAM INFORMATION

Program/Service Name:	
Grant Request Amount**:	
Private Funds Leverage:	
Summarize programs and services to be provided:	
# of clients to be served:	
Annual revenue reported on last tax return / year:	
Category (Schedule B):	<input type="checkbox"/> Treatment <input type="checkbox"/> Prevention <input type="checkbox"/> Other Strategies

Program/Service Name:	
Grant Request Amount**:	
Private Funds Leverage:	
Summarize programs and services to be provided:	
# of clients to be served:	
Annual revenue reported on last tax return / year:	
Category (Schedule B):	<input type="checkbox"/> Treatment <input type="checkbox"/> Prevention <input type="checkbox"/> Other Strategies

Program/Service Name:	
Grant Request Amount**:	
Private Funds Leverage:	
Summarize programs and services to be provided:	
# of clients to be served:	
Annual revenue reported on last tax return / year:	
Category (Schedule B): (Select all that apply.)	<input type="checkbox"/> Treatment <input type="checkbox"/> Prevention <input type="checkbox"/> Other Strategies

SECTION III: AGENCY BACKGROUND & EXPERIENCE

Part A: Summary of the agency’s board members.

Member Name:	Years:	Brief description of professional experience:

Part B: Summary of agency’s key staff (i.e. executive director/chief executive officer, chief operating officer, chief financial officer, program staff).

Name:	Title:	Responsibilities:	Years:

Part C: Provide a brief summary of the agency's experience and accomplishments addressing and/or treating opioid addictions, overdoses, and related mental, physical, and familial matters arising from opioid use, misuse, and treatment. Please include agency's experience in working with individuals and families who are homeless or at-risk of homelessness. This section may without limitation describe the agency's mission, future plans, major programs, licensure, certification, or accreditation.

SECTION IV: PROGRAM OVERVIEW

Provide a summary of each program from Section II and how the program will use the funds in accordance with Schedule A and Schedule B. This section should include partnerships with other or agencies as applicable.

Continued... SECTION IV: PROGRAM OVERVIEW

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SECTION V: PROGRAM ACTIVITIES

List all activities the program will offer or provide with a brief description of each. (You may use more than one row for one activity if additional space is needed.)

Activity	Brief Description
<i>Example: Recovery</i>	<i>Recovery program includes counseling, wrap around services, financial literacy to set up a household budget for individual to focus on credit repair due to setbacks from opioid event, medical bills xtc.</i>

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SECTION VI: PROGRAM MANAGEMENT & GENERAL OVERHEAD

Part A: Describe the management and staff positions needed to successfully operate the program, to include additional staff members.

Part B: Describe the general overhead of the agency.

Part C: Describe the potential fundraising capacity, plan, and strategy; program funding partners; and how the program will be sustained in future years.

SECTION VII: OPERATING BUDGET & BUDGET NARRATIVE

Complete Attachment B (Excel Form). Operating Budget & Budget Narrative

List all line-item expenses and revenues to operate the program.

SECTION VIII: PROGRAM IMPACT & EFFECTIVENESS

Part A: Provide a description of the program's goals and objectives and how attainment of the goals and objectives will be measured. A goal is an aspirational statement about what you want the program to achieve. Objectives describe how you will show progress toward meeting goals. Objectives should be specific, measurable, achievable, relevant, and time bound. Include a description of applicable data sources and baseline measures for each objective listed. For new programs, baseline measures can be based on the results of similar programs.

Example 1: Goal #1 - Enhance academic achievements of program participants. Objective 1.1 - At least 90 participants will graduate by the end of the grant period. Baseline: 80 (2024-2025). Data Source: Student record/GED logbook

Example 2: Goal #2 - Promote client engagement in program services and reduce relapse. Objective 2.1 - At least 75% of program clients will remain engaged in the program for six weeks or longer. Baseline: 70% (Q1 2025). Data Source: Client record tracking attendance at group meetings and individual appointments

Continued... SECTION VI: PROGRAM IMPACT & EFFECTIVENESS

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Part B: Provide a description of the agency's achievements on same or similar programs during the year immediately preceding this application or, for new programs, description of national studies, qualitative measures, best practices, and successes of similar programs. Cite sources and national standards relied upon for this information.

Part C: Describe the projected program impact on the funded category (prevention, treatment, or recovery) and the anticipated number of people to be served by the program.