

**ILLINOIS OPIOID
SETTLEMENTS INITIATIVE**

Build, Amplify, Support, Empower (BASE): Notice of Funding Opportunity

**Technical Assistance Session
February 29, 2024 | 1:00 PM CST**



The Illinois Opioid Settlements Initiative is administered by the Regional Care Coordination Agency (RCCA), [Advocates for Human Potential](#), as authorized by CSFA [444-26-3078](#).

Agenda

01.

**Illinois Regional Care
Coordination Agency**

02.

**Build, Amplify, Support,
Empower (BASE):
Notice of Funding Opportunity**

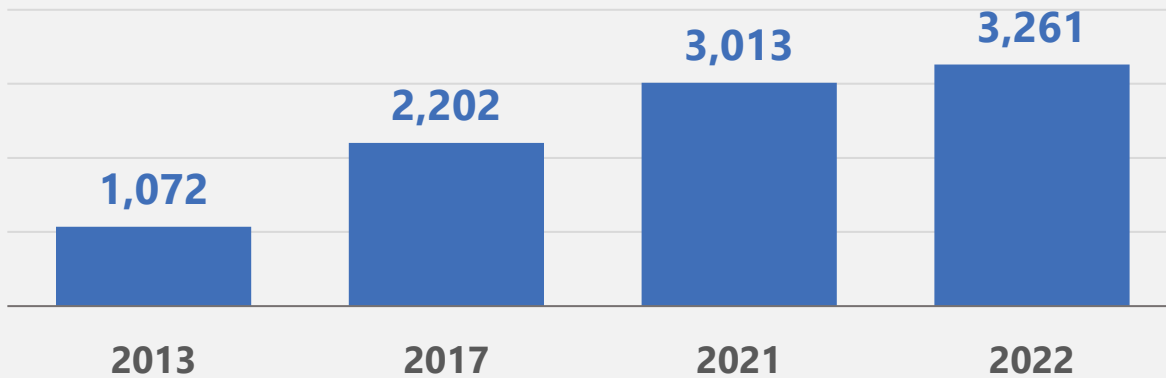
03.

Application Process

Background

The Need

Illinois Overdose Deaths



In **2013**, **1,072 people** in Illinois died of an opioid overdose.¹

In **2017**, the number of fatal overdoses reached **2,202**,² and in **2021 and 2022**, surpassed **3,000**.³

State of Illinois Overdose Action Plan (SOAP)

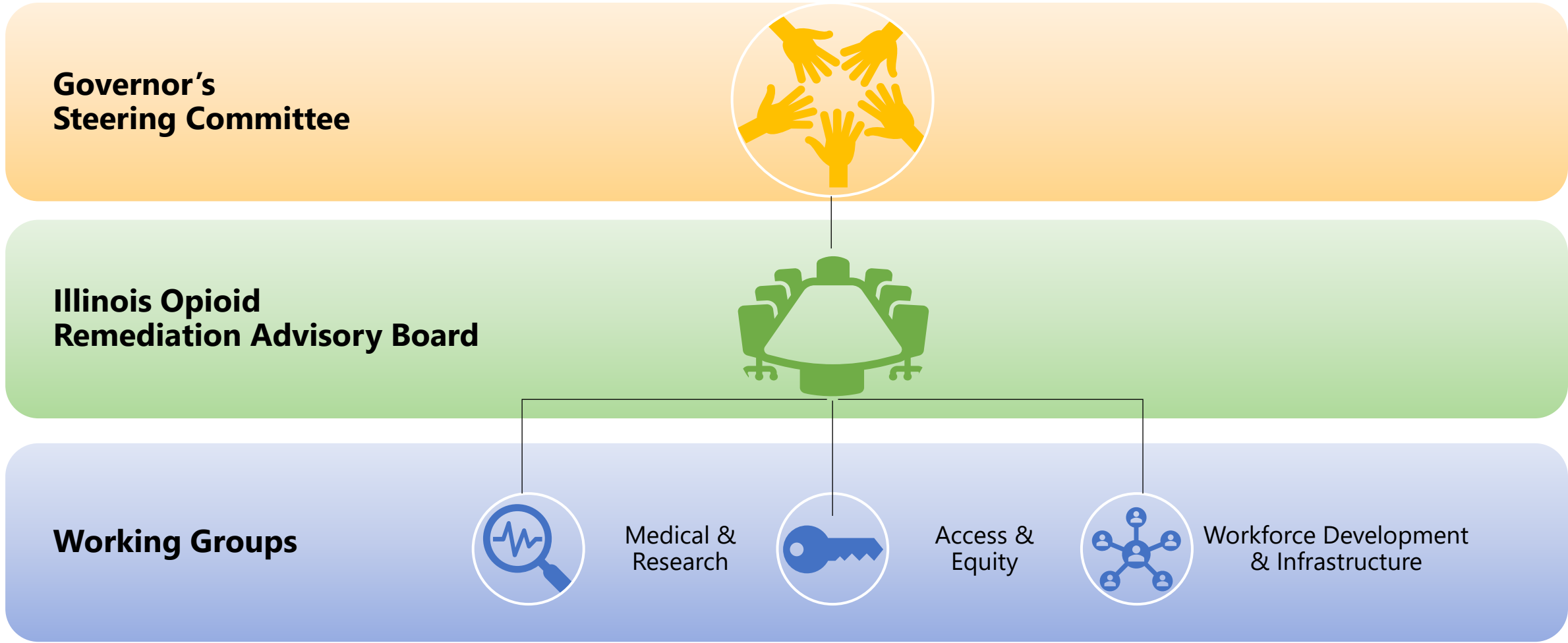


¹ Illinois Department of Public Health, Division of Vital Records. (2017, December 4). [State of Illinois comprehensive opioid data report](#).

² Illinois Department of Public Health, Division of Vital Records, 2017.

³ Illinois Department of Public Health. (2022, March). [State of Illinois overdose action plan](#).

Illinois Opioid Remediation Advisory Board (IORAB)



About the RCCA

The Illinois RCCA supports the Office of Opioid Settlement Administration by providing program management and administration services, regulatory compliance, and business solutions in the following activities:

Sub-awards administration

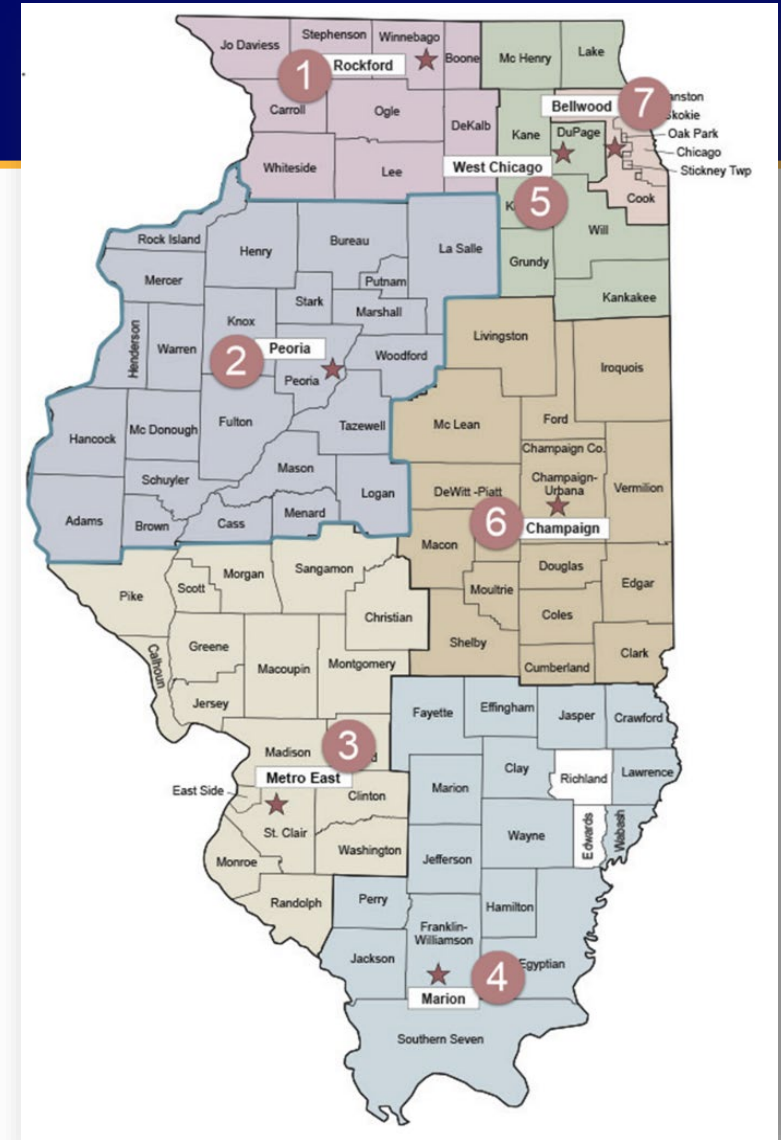
1

Opioid settlement funds dashboard

2

Regional coalitions coordination

3



**ILLINOIS OPIOID
SETTLEMENTS INITIATIVE**

**Build, Amplify, Support,
Empower (BASE):
Highlights**

Program Summary

Build, Amplify, Support, Empower (BASE)

The BASE will fund programs to establish or expand substance use prevention programming geared toward youth and emerging adults throughout Illinois.

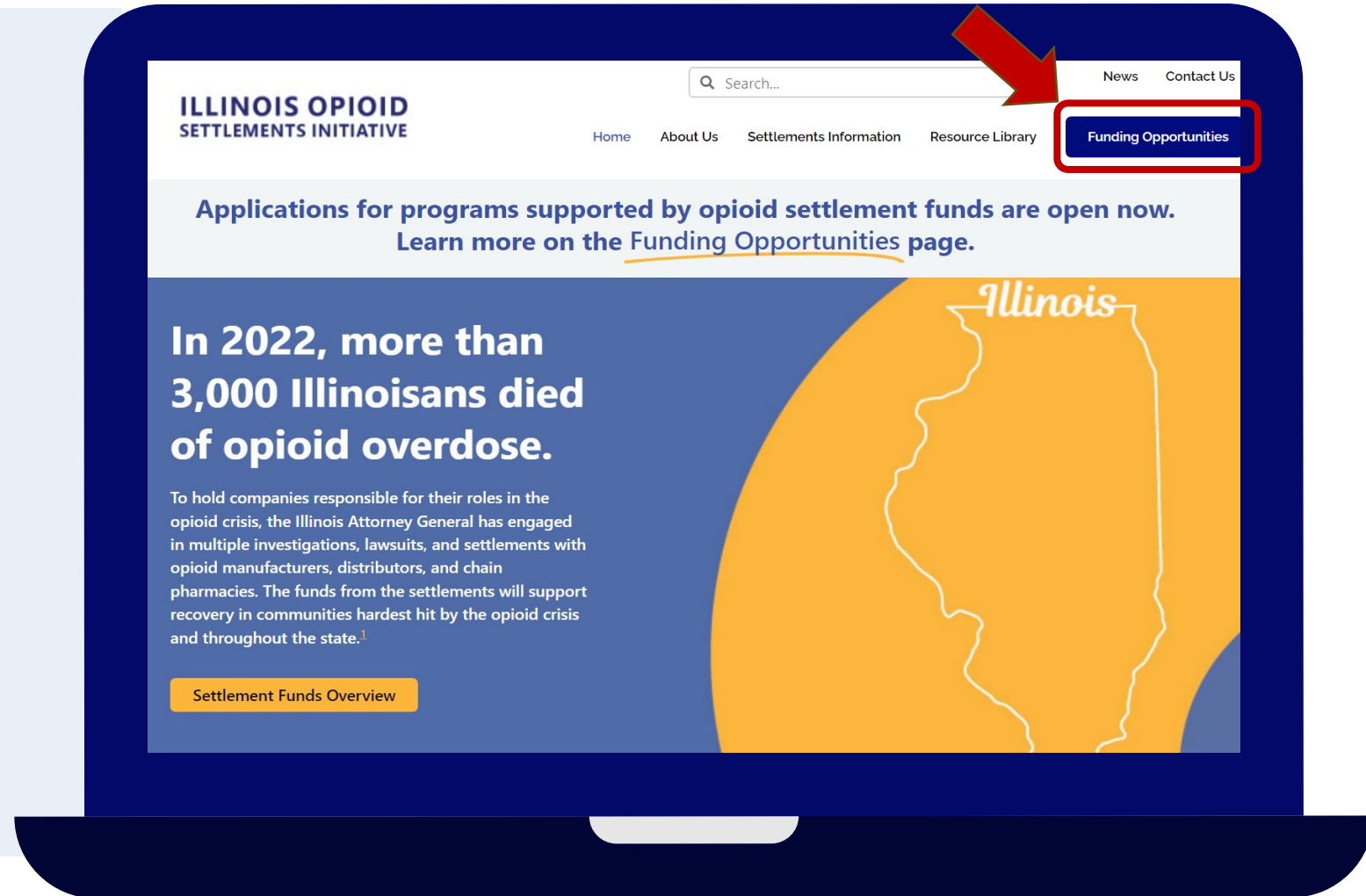


Finding the Notice of Funding Opportunity

Illinois Opioid Settlements Initiative website

From the home page:

1. Select **Funding Opportunities**
2. Select **BASE**



BASE Overview Page

[LINK to BASE Overview page](#)

BASE Application Materials

Application information is organized into four main topics:

1. NOFO
2. Application
3. Budget
4. Frequently asked questions (FAQs)

At a Glance

- The purpose of BASE is to fund programs to establish or expand substance use prevention programming geared toward youth and emerging adults throughout Illinois.
- Non-profit, for-profit, and tax-exempt organizations throughout Illinois, particularly in areas disproportionately affected by the opioid crisis Illinois, are encouraged to apply.
- A total of \$15 million is available to be awarded over a period of 3 years to a minimum of 7 organizations. The anticipated award range is \$100,000-\$500,000 per period of performance. The initial period of performance spans 7/1/24 to 6/30/25.

Important Dates

- Technical Assistance Session
February 29, 2024 at 1:00 p.m.
- Questions about BASE due April 12, 2024
- Applications due April 24, 2024 at 3:00 p.m.

Application Materials

Information about the Notice of Funding Opportunity is organized into four main topics: the NOFO, the application, the budget, and FAQs.

1. NOFO The NOFO includes all program requirements and terms and conditions related to the award. Read the NOFO Download the scope of services	2. Application Applications are accepted via SurveyMonkey Apply (SMA), an online application platform. Prepare to apply Set up your SMA account to apply online (available 2/29!)	3. Budget The Budget Workbook must be uploaded as an attachment in the online application. Review budget information Download the budget workbook (available 2/26!)	4. FAQs Answers are uploaded each Wednesday and the TA Session video will be posted here. Check out FAQs Ask a question about NOFO or the RCCA
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Important Information



Questions about BASE due
April 12, 2024



Applications due
April 24, 2024

**ILLINOIS OPIOID
SETTLEMENTS INITIATIVE**

**BASE
Notice of Funding Opportunity**

NOFO Organization

Summary	Snapshot of key information about the NOFO
Section A. Description of Funding Opportunity	Scope of services, deliverables, and performance measures
Section B. Funding Information	Amounts, number of awards, and expected period of performance
Section C. Eligibility	Applicant and funding eligibility, including allowable direct and indirect costs
Section D. Post-Award Requirements	Policy requirements for subrecipient organizations
Section E. Application and Submission Information	How to apply, required attachments, recommendations for preparing the application
Section F. Application Review Information	Merit-based review process
Section G. Award Administration Information	Post-award activities and requirements for selected organizations
Section H. Other Information	Miscellaneous requirements relevant to the program, helpful links
Section I. Mandatory Forms	List of forms applicants must submit

Summary Information

Who Should Apply	Organizations throughout Illinois that conduct evidence-based data collection and evaluation activities should apply.
Funding Areas	Statewide in Illinois. Communities disproportionately affected by the opioid crisis will be given priority.
How to Apply	Interested entities must submit their completed applications via SurveyMonkey Apply (SMA). For access issues, contact ilrcca@ahpnet.com or 312-386-7505 by April 3, 2024, to discuss accommodations.
Application Deadline	April 24, 2024, at 3:00 p.m. CST
Questions	All questions must be submitted by April 12, 2024, at 5:00 pm CST. Answers will be posted each Friday by 3:00 pm CST.
Anticipated Notice of Award	May 31, 2024

A. Authorizing Statutes or Regulations

Adherence to requirements in:

01

Grant Accountability and Transparency Act (GATA), [30 ILCS 708](#)

02

Illinois Administrative Code, Government Contracts, [Title 44, Part 7000](#)

03

Grantmaking, Procurement, and Property Management, and federal regulations under Grants and Agreements, [2 CFR 200](#)

04

Illinois Department of Human Services/ Substance Use Prevention and Recovery (IDHS/SUPR) [IDHS/SUPR Contractual Policy Manual](#)

A. Description of Funding Opportunity

Scope of Services

The BASE will fund programs to establish or expand substance use prevention programming geared toward youth and emerging adults throughout Illinois.



Build awareness



Amplify success



Support capacity



Empower youth

Strategies

1. BASE Coalitions
2. BASE Schools and Communities
3. BASE Youth
4. BASE Pathways



[Download](#) the **BASE Scope of Services** on the [BASE Overview](#) page.

A. Description of Funding Opportunity

TASKS



TASK 1. Fulfill Award Administration Requirements

TASK 2. Staff Program

TASK 3. Establish Partnerships/Collaborative Agreements

TASK 4. Develop Program Evaluation Plan

TASK 5. Conduct Prevention Activities

B. Funding Information

Build, Amplify, Support, Empower (BASE) Overview

- The total amount of funds available is \$15,000,000 to be awarded over 3 years.
- The RCCA anticipates a minimum of seven awards.
- The maximum award is \$500,000.
- The Period of Performance is July 1, 2024 – June 30, 2025.

C. Eligibility

PRE-QUALIFICATION

Step	Requirement	Link
1. Register with the State of Illinois.	Be actively registered with the Illinois Secretary of State.	Illinois Secretary of State website
2. Obtain a FEIN/EIN number.	Obtain a Federal Employer Identification Number (FEIN/EIN) from the Internal Revenue Services (IRS).	IRS FEIN/EIN application website
3. Register for a SAM.gov account and obtain a UEI.	Register for and maintain an active System for Award Management (SAM.gov) account and obtain a 12-digit Unique Entity Identifier (UEI).	SAM.gov
4. Complete Section 2 of the Application.	This information will be verified to ensure the applicant meets pre-qualification criteria.	BASE Application



Pre-Award

Risk assessments do not preclude entities from becoming grantees. Risk assessments are used to identify subrecipient technical assistance (TA) needs.

C. Eligibility

GRANT FUNDS USE REQUIREMENTS

Allowable Costs

- Necessary and reasonable based on the activity contained in the statement of work, are justified in the budget narrative, and are allowable under Subpart E of 2 CFR 200

Unallowable Costs

- Entertainment costs, except where specific costs that might otherwise be considered entertainment have a programmatic purpose and are authorized in the approved budget (2 CFR 200.438)
- Capital expenditures for general purpose equipment, including any vehicle regardless of cost, buildings, and land (2 CFR 200.439)
- Capital expenditures for improvements to land, buildings, or equipment that materially increase their value or useful life (2 CFR 200.439)
- Meetings or conventions, unless directly related to the program and approved in advance by the RCCA
- Cash payments to intended recipients of services
- Lobbying, political contributions, or compensation of a government body
- Fundraising
- Bad debt, fines, or penalties
- Any other costs not approved in the plan and budget

D. Post-Award Requirements

SERVICE AND POLICY REQUIREMENTS



Anticipated Notice of Award
MAY 31, 2024



Start Date
JULY 1, 2024

Site visits,
as requested by
RCCA

Technology

Hiring and
employment
policy

COVID-19
policies and
procedures

E. Application and Submission Information

Steps

1. Review the Notice of Funding Opportunity with key partners.

2. Prepare to apply.

- Initiate or verify pre-qualification status.
- Access the online application.

3. Access technical assistance resources.

4. Download and complete attachments and forms.

5. Complete the online application.

- Upload attachments.
- Review and submit the application.

F. Application Review Information



Merit-based Review Process

G. Award Administration Information

Notice of Awards (NOA)

- Award conditions
- Sub-award agreement

Payment Terms

Administrative and National Policy Requirements



Training and Technical Assistance Participation

Monitoring

Data and Reporting

H. Other Information and I. Mandatory Forms

Other Information

- Definitions
- Relevant websites

- [Illinois Opioid Settlements Initiative](#)
- [Illinois Opioid Remediation Advisory Board](#)
- [IDHS/SUPR](#)
- [IDPH Regional Map](#)

Mandatory Forms

- Budget workbook
- Conflict of interest disclosure

- [Budget Workbook](#)
- [IDHS Grantee Conflict of Interest Disclosure](#)

**ILLINOIS OPIOID
SETTLEMENTS INITIATIVE**

Application

Topics

1

Comparisons

2

**Application
Content**

3

**SurveyMonkey
Apply**

4

Attachments

5

Demonstration

RCCA Sub-Awards and State Awards: Application Similarities and Differences

Category	Similarities	Differences
Pre-qualification	Requirements are the same.	Information submitted via SMA online application instead of Grantee Portal; verification of pre-qualification requirements is not automatic.
Risk assessment	Questions are almost identical to Internal Controls Questionnaire.	Internal controls questions are answered via SMA online application.
Application	Very similar requirements; programs provide executive summary and answer questions about need, quality, and capacity.	Questions are posed via SMA online application instead of submission of narrative.
NOFO	Organization and language are similar, closely aligned with Uniform NOFO template.	References to IDHS or State Agency revised to refer to RCCA.
Budget	Organization of budget is very closely aligned with the Uniform Grant Budget Template.	Budget is requested in an Excel Workbook template. Budget is not submitted/approved through the Catalog of State Financial Assistance (CSFA).
Payment approach	Same payment options	None

Application

SECTION		POINTS
Section 1.	Organization Information	0
Section 2.	Pre-qualification Information	0
Section 3.	Internal Controls	0
Section 4.	Attestations	0
Section 5.	Executive Summary	5
Section 6.	Need and Opportunity	35
Section 7.	Experience and Capacity	30
Section 8.	Quality	25
Section 9.	Project Budget	5

Attachments List

ATTACHMENT		DESCRIPTION
A	Approved Negotiated Indirect Cost Rate Agreement (NICRA) (if applicable)	Defines an organization's federally negotiated indirect cost rate
B	Organizational Chart*	Describes the reporting structure and roles at the organization
C	Organizational Budget*	Describes organizational revenues and expenditures for current fiscal year
D	Form W-9, Request for Taxpayer Identification Number (TIN) and Certification*	Verifies TIN
E	Single Federal Audit or Financial Statement Audit (if available)	Provides assurance of internal controls to maintain grant compliance
F	Conflict of Interest Disclosure*	Discloses actual or potential conflicts of interest
G	Project Plan*	Describes the applicant's plan to execute the award over the period of performance
H	Budget Workbook*	Demonstrates spending plan for subaward

NOFO and Application Demonstration

[LINK to BASE Overview page](#)

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Read the NOFO	Prepare to apply	Review budget information	Check out FAQs
Download the scope of services	Set up your SMA account to apply online (available 2/29!)	Download the budget workbook (available 2/26!)	Ask a question about NOFO or the RCCA

Budget Demonstration

Opioid Abatement Strategies Effectiveness Evaluator (OASEE) Budget Workbook

#	Workbook Sections	Brief Description and Federal Awards Reference (2 CFR 200)	Instructions
			The first tab of the workbook includes a linked list of all tables in the workbook. Use the list as a reference, and use the links to navigate between tables.
			PLEASE NOTE: The anticipated period of performance for the OASEE is April 1, 2024 – June 30, 2025. This period of performance will include two funding periods: Funding Period 1 (FP 1): April 1, 2024 – June 30, 2024, and Funding Period 2 (FP 2): July 1, 2024 – June 30, 2025. The tables in this workbook include columns for each
			The Applicant Information table asks for basic information about the organization. Enter contact details, payment method preference, and indirect cost election information.
			The Budget Summary table automatically calculates totals, by funding year, of the information entered in the proposed budget tables (1-11). However, cells B14 and C14 may be manually entered if the total direct costs are different than a sum of the totals on Tables 1-10. If this is the case, provide an explanation for this calculation in the budget narrative.
			List each position by title, name of employee (if available), salary rate, total percentage of time to be devoted to the project, and length of time they will be employed by the organization. Additionally, enter the percentage of their time each employee will spend on each task.
			Provide fringe base and rate information for each position. Columns A, B, and E should automatically populate from the Personnel worksheet. However, you may type over these columns if the worksheet does not populate appropriately.
			List who will be traveling, estimated cost, basis, and quantity or duration of the item.
			List each item of equipment and estimated cost.
			List the supplies by type (office supplies, postage, training materials, copying paper, and other expendable items such as books) and show the basis for computation.
			List the service to be procured by contract and an estimate of the cost.
			Enter the name (if known), service to be provided, hourly or daily fee (8-hour day), and

(c) Proposed Budget Summary

Budget Category	Funding Period 1 (FP 1) Proposed Budget	Funding Period 2 (FP 2) Proposed Budget	Total Proposed Budget
1. Personnel	\$ -	\$ -	\$ -
2. Fringe Benefits	\$ -	\$ -	\$ -
3. Travel	\$ -	\$ -	\$ -
4. Equipment	\$ -	\$ -	\$ -
5. Supplies	\$ -	\$ -	\$ -
6. Contractual Services and Subawards	\$ -	\$ -	\$ -
7. Consultant Services and Expenses	\$ -	\$ -	\$ -
8. Occupancy (Rent and Utilities)	\$ -	\$ -	\$ -
9. Training and Education	\$ -	\$ -	\$ -
10. Grant-Specific Line Item	\$ -	\$ -	\$ -
Total Direct Costs (2 CFR 200.413), Total of Lines 4-13	\$ -	\$ -	\$ -
11. Total Indirect Costs	\$ -	\$ -	\$ -
You may overwrite the total direct costs cells in Line 14 if necessary. Please provide explanation for this revision in the indirect costs narrative.	\$ -	\$ -	\$ -



[Download](#) the BASE Budget Workbook on the [BASE Overview](#) page.

Questions and Summary Information

[Link to BASE Overview](#)

Contact Us

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312-386-7505

Advocates for Human Potential
Regional Care Coordination Agency
1021 West Adams Street, Suite 303
Chicago, IL 60607

Important Dates

**Application
Deadline**

**April 24, 2024
3:00 p.m. CT**

Questions

Submit by
April 12, 2024
5:00 p.m.

Answers posted
Fridays by 3 p.m.

**Anticipated
Notice of
Award**

May 31, 2024