

# Comprehensive Opioid Abuse Site-Based Program (COAP) – Statewide

# Strategic Plan Implementation – Local and Regional Efforts

**Request for Applications (RFA)** 

**Project Period:** March 1, 2023 – September 30, 2023

### **INTRODUCTION**

The Arkansas Department of Finance and Administration, Office of Intergovernmental Services (DFA-IGS) and the Department of Human Services, Office of State Drug Director, are seeking applications to fund projects under the Comprehensive Opioid Abuse Site-Based Program (COAP). Now known as the Comprehensive Opioid Stimulants Substance Abuse (COSSAP). The Comprehensive Opioid Abuse Site-based Program (COAP) was developed as part of the Comprehensive Addiction and Recovery Act (CARA) legislation. COAP's purpose is to provide financial and technical assistance to states, units of local government, and Indian tribal governments to plan, develop, and implement comprehensive efforts to identify, respond to, treat, and support those impacted by the opioid epidemic.

COSSAP was designed to support our nation's first responders and provide for the needs of crime victims; support diversion programs for non-violent individuals who abuse illicit and prescription opioids; implement and enhance prescription drug monitoring programs; promote cross-system planning and coordination of service delivery; and reduce the incidence of fatal overdoses associated with opioid use. COSSAP additional aims are to reduce and address opioid abuse and the number of overdose fatalities, as well as to mitigate the impacts on crime victims by supporting comprehensive, collaborative initiatives.

The State's COAP 2019 federal funding is to assist localities in engaging and retaining offenders who abuse illicit or prescription opioids in treatment and recovery services; increase the use of diversion; and/or reduce the incidence of overdose death. In addition, localities may propose training and/or technical assistance programs geared towards improving treatment engagement and client outcomes; tracking, compiling, coordinating, and disseminating data; or increasing communication, coordination, and information sharing among programs. The COAP 2019 funding will enable financial support to localities to implement strategies that focus on supporting treatment and recovery service engagement; provide prevention and education programs for youth; increasing the use of diversion or family court programming; and/or supporting initiatives that reduce the incidence of overdose death. Arkansas Comprehensive Opioid Abuse Program Statewide Strategic Plan is a guide for developing policies and practices. The Strategic Plan can be found at the following link

https://www.dfa.arkansas.gov/images/uploads/intergovernmentalServicesOffice/COAP\_Strategic\_Plan.pdf

The COAP-COSSAP projects must have a focus on leading people to recovery and providing support to families and victims of fatal and non-fatal incidences of overdose as well as a commitment to focus on addressing fatal and non-fatal overdose incidences in its jurisdiction/region. The funded projects for this RFA will align specifically with Priority #1-Stigma and Priority #4-Law Enforcement Capacity Building of the Statewide Comprehensive Opioid Abuse Program Strategic Plan. The goals and objectives/strategies of Priority #1-Stigma and Priority #4-Law Enforcement Capacity Building are listed below. Funded projects under this RFA will be very similar which will have greater impact on addressing opioid, stimulants, and other substances statewide.

# **AVAILABLE FUNDING**

Approximately \$2,100,000 in grant funding has been made available through the States Comprehensive Opioid Stimulant, Substance Abuse Program grants (COAP 2019-AR-BX-K049) and (COSSAP 2020-AR-BX-0122) to support local and regional efforts. These funds are to focus on all the priorities of the strategic

plan. Funding is designated to assist with local and/or regional efforts. This funding is being made available to assist localities/jurisdictions from a criminal justice perspective in addressing the opioid epidemic and in developing programs/policies that will address the opioid epidemic while assisting individuals with an opioid use disorders as well as their family members to engage in treatment and peer recovery services. Each eligible applicant may apply for a subaward amount up to \$125,000 to support efforts for their project implementation. There is no match requirement.

### **ELIGIBILITY INFORMATION**

Eligible applicants are law enforcement/local government units and other criminal justice entities that operate in the State of Arkansas. Preference will be given to localities/municipalities that serve jurisdictions that have been identified as areas of high need or can demonstrate high need.

Below are the targeted counties. Preference will also be given to counties/jurisdictions that have existing efforts that are not funded directly by DOJ/BJA.

Baxter, Benton, Boone, Carroll, Clay, Cleburne, Crawford, Craighead, Crittenden, Faulkner, Franklin, Garland, Greene, Izard, Hot Spring, Jefferson, Logan, Lonoke, Marion, Miller, Mississippi, Phillips, Pulaski, Poinsett, Saline, Scott, Sebastian, Sharp, Washington, White, Woodruff

Other eligible applicants are the Regional Prevention Provider (RPP) for the State's prevention regional areas. The RPP should have or will establish a working relationship with the law enforcement sectors and/or local government units in their region. Below are the Regional Prevention Providers (RPP) for each Region that are eligible to apply:

Region 1 - Community Clinic, Inc.

Region 2 - North Arkansas Partnership for Health Education NARMC/NAPHE

Region 3 - Crowley's Ridge Development Council

Region 4 – Crowley's Ridge Development Council

Region 5 – Harbor House, Inc.

Region 6 - Community Service Inc.

Region 7 – Crowley's Ridge Development Council

Region 8 - Ouachita Children, Youth & Family Services, Inc.

Region 9 - Family Service Agency, Inc.

Region 10 – Harbor House, Inc.

Region 11 – Harbor House, Inc.

Region 12 – Community Empowerment Council, Inc.

Region 13 - Phoenix Youth & Family Services, Inc.

Applicants must have authorization from their highest elected/appointed official to submit the application. For this purpose, the highest elected/appointed official of the applicant or the agency's executive director will be known as the Authorized Official.

### **ACTIVE SAM UEI (Unique Entity Identification) REQUIRED**

On April 4, 2022, the federal government will stop using DUNS numbers and start using new Unique Entity Identifiers (UEI) as the primary means of identifying entities registered for federal awards government-wide in the System for Award Management (SAM). The UEI is a 12-character alpha-numeric value. Once issued, your entity's SAM UEI will not change. All DUNS numbers will be removed from SAM after April 4, 2022.

Users will need their SAM UEI to search for entity registrations. If your entity is registered in SAM.gov today, it has already been assigned a UEI and you can view it in SAM. SAM registration will continue to require

annual renewal.

This change simplifies the process of registering an organization to do business with the federal government. Entities will no longer need to contact a third party to obtain an identification number or get support.

# SYSTEM FOR AWARDS MANAGEMENT REGISTRATION ("SAM") REQUIRED

In addition to the UEI requirement, Office of Justice Programs now requires that all applicants for federal financial assistance maintain current registrations in the SAM database. **This includes all subgrantees of the Arkansas Department of Finance and Administration.** The SAM database is the repository for standard information about federal financial assistance applicants, recipients, and subrecipients. Please note, however, that applicants must update or renew their SAM registration at least once per year to maintain an active status. Information about registration procedures can be accessed at <a href="https://www.sam.gov/SAM/">https://www.sam.gov/SAM/</a>.

### FEDERAL POLICY REQUIREMENTS

By applying for these grant funds, the applicant asserts that it has read, understand, and will comply with the following state and federal requirements and policies:

- Civil Rights: <a href="https://ojp.gov/about/ocr/statutes.htm">https://ojp.gov/about/ocr/statutes.htm</a>
- Nondiscrimination: <a href="http://ojp.gov/about/ocr/assistance.htm">http://ojp.gov/about/ocr/assistance.htm</a>
- Limited English Proficiency Individuals: https://www.lep.gov/guidance/guidance DOJ Guidance.html
- Equal Opportunity Plans: <a href="https://ojp.gov/about/ocr/eeop.htm">https://ojp.gov/about/ocr/eeop.htm</a>
- Department of Justice Financial Guide: https://www.justice.gov/ovw/file/1030311/download

# REQUEST FOR APPLICATION (RFA) TERMS DEFINED

TERM(S)	DEFINITION(S)
Applicant	The primary agency/organization who is submitting the RFA
Authorized Official	The highest elected official or appointed official of the applicant's jurisdiction or organization.
Criminal Justice Entities	An organization/agency who has a primary purpose for addressing and/or delivering services for offenders, inmates, and any other related population in the justice systems.
Cross-Site Training	Subrecipients learn from each other federal subgrantees regarding their project design, outcomes, lessons learned, what works, etc. through training provided by the federal contracted technical assistance and training providers
Diverse Workgroup/Taskforce	A group of people from the community sectors who will work together and who have a vested interest in the success of the project implementation. The organized group will participate in planning and guiding the implementation process.
Grant Action Plan	A document that will depict specific tasks/actions to be implementing during the project. The plan will include dates and responsible parties.

TERM(S)	DEFINITION(S)
High Need	For the purpose of this RFA, high need is defined as areas that are experiencing increased incidents with opioids with a focus on fatal and non-fatal deaths; increased opioid treatment admissions; increased opioid prescription rates; and increased Naloxone administered and the administration rate for the jurisdiction/targeted area.
ODMAP	ODMAP is an online application that provides real-time overdose surveillance data across jurisdictions to support public safety and health efforts to mobilize an immediate response to overdose spike. (ODMAP is being provided by HIDTA)
Peer-to-Peer Learning	Subrecipients learning from each other regarding their project design, outcomes, lessons learned, what works, etc.
Performance Measures	A quantifiable indicator used to assess how well the organization is achieving its desired objectives.
Performance Measurement	A regular measurement of outcomes and results, which generates reliable data on effectiveness and efficiency of programs.

# COAP-COSSAP CATEGORY 4 STRATEGIC PLAN IMPLEMENTATION REQUIREMENTS

The projects must align with the Comprehensive Opioid Abuse Program Strategic Plan overall goals and objectives and include plans to address each **priority** from the list below. The Strategic Plan can be found at the following link <a href="https://www.dfa.arkansas.gov/images/uploads/intergovernmentalServicesOffice/COAP\_Strategic\_Plan.pdf">https://www.dfa.arkansas.gov/images/uploads/intergovernmentalServicesOffice/COAP\_Strategic\_Plan.pdf</a>

COAP Strategic Priorities	COAP Overall Goals
Priority 1: Stigma	Goal 1: Reduce stigma associated with persons with substance use disorders through law enforcement and community education efforts.
Priority 2: Support and Recovery Services	Goal 2: Increase substance use disorder treatment support for justice-involved persons and their families.
Priority 3: Overdose Response	Goal 3: Improve overdose investigation response by law enforcement agency personnel.
Priority 4: Law Enforcement Capacity Building	Goal 4: Increase awareness about the opioid crisis and law enforcement/community strategies through building capacity and providing education.

COAP Strategic Priorities	COAP Overall Goals	
Priority 5: Data Collection	Goal 5: Enhance and/or build linkages across state and local level data collection systems.	

- Applicants must have a commitment to a project planning period for finalizing a Grant Action Plan
  for implementing and/or addressing activities that align with Priority #1-Stigma, Priority #2Support and Recovery Services, and Priority #3-Overdose Response, Priority #4-Law Enforcement
  Capacity Building, and Priority #5-Data Collection
- Applicants must have a commitment to attend COAP Trainings/Webinars (Subgrant Administration, COAP-COSSAP Resource Training, etc.).
- Applicants must have a commitment to establishing a diverse workgroup/taskforce for opioid, stimulant, and substance misuse (including various community sectors) or collaborating with an existing workgroup/taskforce that have a focus to address opioid, stimulant, and substance misuse throughout the jurisdiction/region.
- Applicants must be available to participate in cross-site training with the Department of Justice/Bureau of Justice Association (BJA) as well as peer-to-peer learning with other COAP-COSSAP subrecipients locally and nationally.
- Applicants must have a commitment to focus on addressing fatal and non-fatal overdose incidences in its jurisdiction.
- Funded projects must have a focus on leading people to recovery and providing support to families and victims of fatal and non-fatal incidences of overdose.
- Law Enforcement Applicants must report overdose incidence(s) to ODMAP. Registration to ODMAP within 30 days of subaward notification.
- Applicants are highly recommended to contract and/or collaborate with a Peer Recovery Specialist(s) for family and victim support services.
- Applicant musts utilize the Sequential Model when working within the region/community. (See Attachment A for the Sequential Intercept Model)
- If not Law Enforcement/local government subrecipient, funded projects must include collaboration with law enforcement units and other criminal justice entities
- The Applicant must commit to working with the Office of State Drug Director and the COAP-COSSAP Evaluators.

### MANDATORY REPORTING

**Quarterly Reporting Requirement -** Applicants who receive funding under this solicitation must provide data that measures the results of their work. Applicants are required to complete Performance Measurement Tool (PMT) reporting every 3 months for each quarterly activity period. The link is below. Reports are to be submitted within 15 days following the close of the reporting period. Once awarded, the reporting link and instructions will be provided. The PMT link is <a href="https://bjapmt.ojp.gov/">https://bjapmt.ojp.gov/</a>.

**On-Line Data Tracking Requirement** — Applicants must submit information and/or data regarding the implemented activities. Information is to be submitted through an online reporting method. The link is below. Information submitted is compiled by the COAP-COSSAP evaluators. Once awarded, the on-line data tracking link and completion instructions will be provided. The online tracking link is <a href="https://www.dfa.arkansas.gov/intergovernmental-services/grant-programs/comprehensive-opioid-abuse-site-based-program-coap-coming-soon-under-development/tracking-your-coap-cossap-data/">https://www.dfa.arkansas.gov/intergovernmental-services/grant-programs/comprehensive-opioid-abuse-site-based-program-coap-coming-soon-under-development/tracking-your-coap-cossap-data/</a>.

**Mandatory Data Sharing-Local, State, and National -** Applicants who receiving funding under this solicitation must provide data to state contractor responsible for collecting opioid related incidences and investigations as well as reporting data to ODDMAP. Additional information will be provided regarding this requirement.

### **REQUIRED MONITORING**

**DFA-IGS Program Monitoring** – Monitoring is a federal requirement. Monitoring will be completed in accordance with all applicable statutes, regulations, award conditions, and the DOJ Grants Financial Guide. The monitoring will consist of the review of spending and the review specific outcomes. DFA-IGS and/or the State Drug Director's Office will monitor subrecipients grant award and project implementation through a desk review and/or on-site visits. Additionally, all submitted project reports and invoices will be reviewed for timeliness and accuracy. Any delinquent and inefficient reports could result in a hold on available funds until the deficiency is corrected and approved.

# REQUEST FOR APPLICATION (RFA) FORM SUBMISSION INSTRUCTIONS

**ABSTRACT-**The Abstract Page should be **limited to one page** (form included) and include the following:

- Applicant's point of contact (POC) for the project: Organization Name; POC Name; Phone Number; Email Address; and Mailing Address
- Application Information: Project Title; Proposed Start and End Dates; and Funding Amount Requested
- Project Locations: City/State, County; Jurisdiction(s)
- Brief description of the target area and population
- Overview of agency's specific Goals and Objectives
- Overview of the anticipated outcomes
- Brief statement of project strategies or overall program
- Brief description of significant partnership/collaborative efforts

### REQUEST FOR APPLICATION (RFA) FORM

Complete the application cover which requests information about the applying agency. Please make sure you provide the name(s), correct email addresses and telephone number(s) (with area code) of the persons to be contacted on matters involving the application and the award. Also, provide an alternate contact person with his/her contact information. This is required. The Authorized Official would be the Mayor, the County Judge, or Prosecuting Attorney, or CEO/Executive Director.

**APPLICATION NARRATIVE(S)** -Complete each section of the application as it relates to your specific COAP-COSSAP project. Each section has bullets. Each bullet must be answered according to the specifics of the proposed COAP-COSSAP project that includes the law enforcement sector and/or jurisdiction.

# Overview of the Agency and the Agency's Jurisdiction/Targeted Area (Narrative)

• Include information about the applying agency, demographics, crime/drug statistics, opioid, stimulant, and other substance data/statistics, etc.

### **Demonstrated Need/Statement of the Problem**

- Describe your agencies needs in addressing the opioid epidemic in the jurisdiction and address any continuing efforts.
- Describe the need for policies and procedures for addressing the opioid epidemic or discuss your current policies and procedures for addressing the opioid epidemic.
- Describe identified barriers to your efforts to address the opioid epidemic.
- Document the impact of the opioid epidemic in the targeted area utilizing data (please identify all data sources).
- Provide any known efforts and activities currently taking place to support individuals with opioid use disorder involved and not involved in the criminal justice system.
- Explain how the proposed project support/enhance those efforts, including any prevention activities.
- Explain/identify any opioid treatment or recovery support services in the targeted area.

# **Project Design and Implementation (Narrative and Action Plans)**

- Provide an overall narrative for the project design and implementation. Applicant should be mindful
  of the requirements listed on pages 4-5 when completing the narrative for project design and
  implementation.
- The narrative should clearly state any specific objectives and activities for each priority to be addressed.
- The narrative should explain how the agency will utilize/promote Peer Recovery Specialist(s) in this project. If available, include any descriptions of the processes for early identification, assessment, linkage to treatments, services and supports for the project.
- The narrative should demonstrate how the agency will meet the requirement of a diverse workgroup/task force that includes the law enforcement sector and local government units. Include the workgroup/task force function and/or duties and identify the members/agencies of the workgroup/taskforce.
- Provide Action Plans/Timeline for Priority #1, #2, #3, #4, and #5 (Applicant should be mindful of the Strategic Plan when completing the actions plans.)
  - o Complete action plan templates provided
  - o Include the goals, strategies, and activities
  - Include Responsible persons and the anticipated outcomes as well as a projected timeline and completion It is encouraged to show team approach in responsible persons.)

The Applicant may submit multiple action plans for each priority to demonstrate their proposed efforts.

### Capabilities/Competencies

- Discuss experiences in addressing similar projects and/or activities.
- Discuss experiences with collaborating/partnering with other law enforcement agencies, criminal justice agencies and/or community-based partners of targeted enforcement, prevention activities, and community engagement.
- Describe the staffing plans for implementation, indicate who will be responsible for carryingout the project implementation and who will be responsible for overseeing the grant administration duties of reporting, invoicing, and documenting progress.

# **Plan for Collecting Required Data**

- The applicant must describe their process for measuring project performance.
- The applicant must identify who will collect the data and provide performance measurement reports.
- The applicant should also identify who will be responsible for the completion of reporting requirements. (See Mandatory Reporting)

# BUDGET DETAILED LINE-ITEM REQUEST AND BUDGET JUSTIFICATION NARRATIVE

The applicant must provide a budget detailed line-item request and budget justification narrative that are thorough, cost effective, and allowable (i.e., reasonable, allocable, and necessary for program implementation). The applicant's budget narrative should generally demonstrate how the applicant will maximize cost effectiveness of grant expenditures. The applicant's budget narrative should link back to the stated the proposed project goals and objectives of addressing Priority #1, Priority#2, Priority #3, Priority #4, and Priority #5.

- You may request Indirect/De Minimis Rate at 10% of direct cost maximum. (Optional)
- The applicant must utilize the budget detailed line-item request form that is being provided to complete budget information.
- The applicant must also submit a budget detailed line-item justification narrative for funds being requested.
- Below is a chart of the allowable and non-allowable budget request items.

Allowable Costs		Non-Allowable Costs	
o Salary/Wages	0	Food/Refreshment Expenses	
o Fringes (Mandated/Employer Benefits)	0	Lobbying	
<ul> <li>Overtime Compensation</li> </ul>	0	Fundraising activities	
<ul> <li>Fringes associated with OT</li> </ul>	0	Electronic Immobilization Devices (EID)	
<ul> <li>Maintenance and Operations</li> </ul>	0	Construction or renovation costs	
<ul> <li>Program/Project Supplies</li> </ul>	0	Acquisition cost of real estate property	
(including project related media,	0	Military type equipment	
outreach/materials, and prevention	0	Drones	
activities that are project related-prior	0	Vehicle Purchases	
approvals needed)	0	"Buy Moneys"/" Covert Buys"	

Allowable Costs		Non-Allowable Costs
<ul> <li>Hosted Training/Town Hall Meetings</li> </ul>	0	Weapons and Ammunition
o Trainings/Conferences (out-state prior	0	Restitution payments
approval)	0	Fines, penalties, and late charges
o Travel/Mileage	0	Entertainment expenses
o Equipment (prior approval required and	0	Bonuses or commissions
must be justified)	0	Lodging above federal per diem rates
	0	Daily subsistence within the targeted service area (daily subsistence can only be requested if travel occurs outside the targeted service area and in accordance with such rules established by the Arkansas Department of Finance and Administration
	0	First Class travel
	0	Pre-award costs
	0	Rental costs are limited to fair market value for similar facilities in your locality. Rental rates in excess of this amount will need special approval
	0	<b>Supplanting</b> – Federal funds must be used to <b>supplement</b> existing funds for program activities and cannot replace or <b>supplant</b> nonfederal funds that have been appropriated for the same purpose

# CLEARINGHOUSE SUBMISSION (STATE AND LOCAL) REQUIREMENT

For the State Clearinghouse review (Executive Order), submit an electronic file of the following documents to <a href="mailto:IGSclearinghouse@dfa.arkansas.gov">IGSclearinghouse@dfa.arkansas.gov</a>:

- Completed and Signed Standard Form 424
- Project Abstract
- Budget Detailed Line-item Request
- Budget Justification Narrative

For the Local/Regional Clearinghouse review, submit an electronic file of the following documents to the appropriate local/regional clearinghouse:

- Completed and Signed Standard Form 424
- Project Abstract
- Budget Detailed line-item Request
- Budget Justification Narrative

The Local/Regional Clearinghouses link is <a href="https://www.dfa.arkansas.gov/intergovernmental-services/state-clearinghouse-project-notification-review-system/regional-clearinghouses">https://www.dfa.arkansas.gov/intergovernmental-services/state-clearinghouse-project-notification-review-system/regional-clearinghouses</a>

### SUBMISSION OF APPLICATION

Completed Request for Applications must be submitted electronically to DFA-IGS no later than Wednesday, February 15, 2023 to the following email at IGS. Applications@dfa.arkansas.gov.

### APPLICATION ITEMS TO BE SUBMITTED-ELECTRONICALLY

- COAP-COSSAP Request for Application Checklist
- Project Abstract
- Request for Application (RFA) Form
- Project Narratives
- Priority Action Plans
- Budget Detailed Line-Item Request
- Budget Justification Narrative
- SF424
- SF424-B Assurances of Non-Construction
- Standard Assurances
- Certification Regarding Debarment, Suspension,
- Certification Regarding Lobbying. Debarment, Suspension
- EEOP Certification
- W-9 Form and Voided Blank Check

### ADDITIONAL SUBMISSION INSTRUCTIONS

- Single-Spaced,
- Portrait 8 ½ x 11 Paper
- Font Size 12 or Larger
- Include Table of Contents with Page Numbers
- Number ALL pages and provide headers for each narrative section
- Include the applicant's name on ALL Pages
- Responded to ALL sections-bullets
- Federal Identification Number (FIN): Included
- System for Award (SAM)/UEI: Completed/Update Registration with active UEI
- Application Submitted to State Clearinghouse

### COAP-COSSAP RFA STRATEGIC PLAN IMPLEMENTATION TENTATIVE TIMELINE

RFA Released/Announcement: December 27, 2022

RFA Submission Period: December 27, 2022 to February 15, 2023

RFA Deadline: February 15, 2023

Assessment and Subrecipient Set-Up Period: February 15 – February 21, 2023

Recommendations to Council - Approval: TBD Notify Subrecipients: TBD

Project Period: March 1, 2023 to September 30, 2023

### APPLICATION REVIEW PROCESS

Staff from DFA-IGS, Office of State Drug Director (OSDD) and/or the COAP/COSSAP Workgroup will assess each application based on information provided, and the clarity, and thoroughness. The reviewer team may consider past performance, geographic location, budget justification, cost effectiveness of proposed projects, and the availability of funds when making recommendations for funding. DFA-IGS may amend budgets based on a review of unallowable and/or unreasonable costs, as well as the availability of funds. DFA-

IGS has the discretion to make awards for greater or lesser amounts than requested and to negotiate the scope of work and budgets with applicants prior to making an award.

The primary grant program elements are project design/implementation; capabilities and competencies; plan for data collection; and budget detailed line-item request/narrative justification. The assessment narratives are based on ratings of Excellent, Acceptable, Marginal, or Unacceptable.

As a governing body for substance abuse treatment and prevention, the Arkansas Alcohol and Drug Abuse Coordinating Council (AADACC) will review the recommendations for funding from the COAP/COSSAP Review Team and/or assigned Committee. Upon review and approval, DFA-IGS will issue a subgrant award document packet. Additional fiscal and programmatic revisions may be required as a condition or contingency the subaward or issuing the subaward.

### AWARD AND NOTIFICATIONS

Subawards will be based the availability of COAP-COSSAP federal funding, the application assessments/ranking, and the proposed project requested budget amount(s).

Applicants awarded an COAP-COSSAP Category 4 subgrant will be notified electronically via email. Notifications will be sent to the Authorized Official and/or Point of Contact (POC). Successful applicants must accept their grant award by signing and/or completing the award documents and returning completed documents to DFA-IGS within 5 business days via Email or US Postal mail or delivery. After all, subaward documents have been received and reviewed for completeness, the award document will be signed by the IGS Administrator, and a copy will be returned to the applicant (sub-recipient) for their records.

### TENTATIVE PROJECT PERIOD: March 1, 2023-SEPTEMBER 30, 2023

Projects **should** begin on March 1, 2023 and **must** be executed no later than 45 days after March 1, 2023. Failure to have the funded project operational within 45 days from March 1, 2023, may result in the cancellation of the subgrant and the de-obligation of awarded funds. All funded projects must conclude no later than September 30, 2023. Project period end date may be modified upon grant extension approval from DOJ/BJA.

# REQUEST FOR APPLICATION (RFA) TECHNICAL ASSISTANCE

To assist potential applicants with RFA clarifications, questions may be submitted to the following email at <a href="mailto:IGS.Applications@dfa.arkansas.gov">IGS.Applications@dfa.arkansas.gov</a> by Monday, February 13, 2023. DFA-IGS will not accept phone calls regarding application assistance.

To further assist potential applicants, an RFA Development Workshop will be scheduled through virtually through Microsoft Teams for Wednesday, January 25, 2023 at 10:00 am – 11:00 am. To participate in the Microsoft Teams video conference, applicants must request an invite by emailing <a href="mailto:IGS.Applications@dfa.arkansas.gov">IGS.Applications@dfa.arkansas.gov</a> before Wednesday, January 25, 2023.

### **CONTACT INFORMATION**

For assistance contact IGS via email at <u>IGS.Applications@dfa.arkansas.gov</u> or call the IGS office at (501) 682-1074.

# Attachment A Sequential Intercept Model