



BOARD OF SUPERVISORS AGENDA ITEM REPORT
AWARDS / CONTRACTS / GRANTS

Award Contract Grant

Requested Board Meeting Date: May 17, 2022

\* = Mandatory, information must be provided

or Procurement Director Award: [ ]

\*Contractor/Vendor Name/Grantor (DBA):

National Association of County & City Health Officials (NACCHO)

\*Project Title/Description:

Grant Title: Implementing Overdose Prevention Strategies at the Local Level (IOPSSL). Pima County Program Title: Together We Rise, Community Partnerships to Reduce Overdose.

\*Purpose:

The purpose of this project is to reduce overdose fatalities by supporting existing community strengths while working toward lowering health disparities in overdose risk faced by high risk populations, including the African-American and American Indian/Alaskan Native communities.

\*Procurement Method:

This revenue/grant contract is a non-Procurement contract and not subject to Procurement rules.

\*Program Goals/Predicted Outcomes:

The primary components of this project are:

- 1. Enhance data surveillance: Improve early sentinel awareness of overdose risk based on fentanyl drug seizure and overdose data.
2. Expansion of safe space initiative: Expand the Safe Space concept to PCHD clinics so individuals who currently engage in substance use can come and seek assistance in a trauma-informed and judgement-free space and be linked to appropriate services they may need.
3. Strengthen peer navigation services: Partnerships with Tucson Indian Center and HOPE Inc. Dedicated staff of Tucson Indian Center and HOPE Inc will identify individuals who are at risk of an overdose and provide overdose and harm reduction education and linkages to care.
4. Promotion of harm reduction: Distribution of fentanyl test strips and partnership with public safety agencies and community-based organizations to provide outreach and education to the public about harm reduction, overdoses, and the 911 Good Samaritan Laws.
5. Anti-stigma media campaign: PCHD will recruit members of the public with lived experiences related to racial discrimination and substance use and listen to what they would like to communicate to the public, local providers, and to peers who may be going through similar experiences.

\*Public Benefit:

The Together We Rise project will strengthen existing partnerships throughout the community, expand services to those who are at a high risk of overdose, and outreach members of the public to continue to educate and inform, and break down barriers and stigma to ultimately reduce overdose fatalities and link people to appropriate services.

\*Metrics Available to Measure Performance:

Each of the activities listed above have a number of quantitative metrics having to do with activity, training, number of clients served, fentanyl strips distributed, persons referred for Medication Assisted Treatment and other services, and the use of traditional and social media. In addition, the project will collect qualitative/anecdotal responses from members of the public and community-based organizations regarding the services being offered.

\*Retroactive:

Yes. The grant term begins January 1, 2022 but the grant document was not received from NACCHO until April 21, 2022.

Handwritten signature and date: 5/4/22

THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (\*) fields

Contract / Award Information

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Contract Number (i.e., 15-123): \_\_\_\_\_
Commencement Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_ Prior Contract Number (Synergen/CMS): \_\_\_\_\_
Expense Amount \$ \_\_\_\_\_ Revenue Amount: \$ \_\_\_\_\_

\*Funding Source(s) required: \_\_\_\_\_

Funding from General Fund? Yes No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

Contract is fully or partially funded with Federal Funds? Yes No

If Yes, is the Contract to a vendor or subrecipient? \_\_\_\_\_

Were insurance or indemnity clauses modified? Yes No
If Yes, attach Risk's approval.

Vendor is using a Social Security Number? Yes No
If Yes, attach the required form per Administrative Procedure 22-10.

Amendment / Revised Award Information

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Contract Number (i.e., 15-123): \_\_\_\_\_
Amendment No.: \_\_\_\_\_ AMS Version No.: \_\_\_\_\_
Commencement Date: \_\_\_\_\_ New Termination Date: \_\_\_\_\_
Prior Contract No. (Synergen/CMS): \_\_\_\_\_

Expense Revenue Increase Decrease
Amount This Amendment: \$ \_\_\_\_\_

Is there revenue included? Yes No If Yes \$ \_\_\_\_\_

\*Funding Source(s) required: \_\_\_\_\_

Funding from General Fund? Yes No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

Grant/Amendment Information (for grants acceptance and awards) Award Amendment

Document Type: GTAW Department Code: HD Grant Number (i.e., 15-123): 22-112
Commencement Date: 1/1/2022 Termination Date: 7/31/2022 Amendment Number: 00
Match Amount: \$ \_\_\_\_\_ Revenue Amount: \$ 170,141.23

\*All Funding Source(s) required: Centers for Disease Control and Prevention

\*Match funding from General Fund? Yes No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

\*Match funding from other sources? Yes No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

\*Funding Source: \_\_\_\_\_

\*If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?
Via NACCHO

Contact: Sharon Grant

Department: Health

Telephone: 724-7842

Department Director Signature: [Signature] Date: 4/29/2022
Deputy County Administrator Signature: [Signature] Date: 4 May 2022
County Administrator Signature: [Signature] Date: 5/4/2022

**SUBAWARD AGREEMENT**

This Contractual Agreement is entered into, effective as of the date of the later signature indicated below, by and between the **National Association of County and City Health Officials** (hereinafter referred to as “NACCHO”), with its principal place of business at 1201 (I) Eye Street NW, 4th Fl., Washington, DC 20005, and **Pima County for and on behalf of the Pima County Health Department** (hereinafter referred to as “Subrecipient”), with its principal place of business at 3950 S Country Club Rd., Ste 100, Tucson, AZ 85714-2056.

WHEREAS, NACCHO wishes to hire Subrecipient to perform the services specified herein for NACCHO to enhance the programmatic activities of a grant; and

WHEREAS, Subrecipient wishes to perform such services for NACCHO, and

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties, intending to be legally bound, do hereby agree as follows:

ARTICLE I: SPECIAL PROVISIONS

1. PURPOSE OF AGREEMENT: Subrecipient agrees to provide the goods and/or services to NACCHO to enhance the programmatic activities of CDC GRANT #6NU38OT000306-04-01, CFDA #93.421, as described in Attachment I. The terms of Attachment I shall be incorporated into this Agreement as if fully set forth herein. Subrecipient shall act at all times in a professional manner consistent with the standards of the industry.
2. TERM OF AGREEMENT: The term of Year 1 Agreement shall begin on January 1, 2022 and shall continue in effect until July 31, 2022, unless earlier terminated in accordance with the terms herein. Year 2 Agreement award is contingent upon NACCHO receiving approval to exercise expanded authority in the administration of the award of CDC GRANT 6NU38OT000306-04-01, CFDA #93.421, pursuant to CDC’s directions and in compliance with the applicable guidance, federal rules, and regulations. Upon such approval, NACCHO will issue a contract modification to extend the period of performance and obligate Year 2 funding to Subrecipient. Expiration of the term or termination of this Agreement shall not extinguish any rights or obligations of the parties that have accrued prior thereto. The term of this Agreement may be extended by mutual agreement of the parties.
3. PAYMENT FOR SERVICES: In consideration for services to be performed, NACCHO agrees to reimburse the Subrecipient for eligible costs incurred up to \$170,141.23. Eligible costs are those previously approved by NACCHO. All payments will be made within 30 days of receipt of invoice(s) from Subrecipient and following approval by NACCHO for approved services, as outlined on Attachment I. The invoice(s) shall itemize all expenses with supporting documentation for each itemized expense.

Seven invoices must be submitted as follows:

Invoice No.	Period of Performance	Due date
Invoice I	January 1, 2022 to March 15, 2022	May 30, 2022
Invoice II	March 16, 2022 to June 30, 2022	July 15, 2022
Invoice III	July 1, 2022 to July 31, 2022	August 15, 2022
<b>YEAR 2 - Year 2 Agreement award is contingent upon NACCHO receiving approval to exercise expanded authority in the administration of the award of CDC GRANT 6NU38OT000306-04-01, CFDA #93.421.</b>		
Invoice IV	August 1, 2022 to November 15, 2022	December 30, 2022
Invoice V	November 16, 2022 to March 15, 2023	April 28, 2023
Invoice VI	March 16, 2023 to June 30, 2023	July 15, 2023
Invoice VII	July 1, 2023 to July 31, 2023	August 15, 2023

NACCHO award number must be included on all invoices. The parties agree that payment method shall be made by check, via postage-paid first-class mail, at the address for the giving of notices as set forth in Section 27 of this Agreement. Any changes of payment method would require a modification signed by both parties. The final invoice must be received by NACCHO no later than 15 days after the end date of the Agreement. Subrecipient will be given an opportunity to revise as needed but the final revised invoice must be received no later than 30 days after the end date of the Agreement. NACCHO will not accept any invoices past 30 days of the end date of the Agreement.

ARTICLE II: GENERAL PROVISIONS

1. INDEPENDENT CONTRACTOR: Subrecipient shall act as an independent Contractor, and Subrecipient shall not be entitled to any benefits to which NACCHO employees may be entitled.
2. PAYMENT OF TAXES AND OTHER LEVIES: Subrecipient shall be exclusively responsible for reporting and payment of all income tax payments, unemployment insurance, worker's compensation insurance, social security obligations, and similar taxes and levies.
3. LIABILITY: All liability to third parties, loss, or damage as a result of claims, demands, costs, or judgments arising out of activities, such as direct service delivery, to be carried out by the Subrecipient in the performance of this agreement shall be the responsibility of the Subrecipient, and not the responsibility of NACCHO if the liability, loss, or damage is caused by, or arises out of the actions or failure to act on the part of the Subrecipient, or anyone directly or indirectly employed by the Subrecipient.

All liability to third parties, loss, or damage as result of claims, demands, costs, or judgments

arising out of activities, such as the provision of policy and procedural direction, to be carried out by NACCHO in the performance of this agreement shall be the responsibility of NACCHO, and not the responsibility of the Subrecipient, if the liability, loss, or damage is caused by, or arises out of, the action or failure to act on the part of any NACCHO employee.

In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the Subrecipient and NACCHO in fulfillment of their responsibilities under this agreement, such liability, loss, or damage shall be borne by the Subrecipient and NACCHO in relation to each party's responsibilities under these joint activities.

4. REVISIONS AND AMENDMENTS: Any revisions or amendments to this Agreement must be made in writing and signed by both parties.
5. ASSIGNMENT: Without prior written consent of NACCHO, Subrecipient may not assign this Agreement nor delegate any duties herein.
6. CONTINGENCY CLAUSE: This Agreement is subject to the terms of any agreement between NACCHO and its Primary Funder and in particular may be terminated by NACCHO without penalty or further obligation if the Primary Funder terminates, suspends or materially reduces its funding for any reason. Additionally, the payment obligations of NACCHO under this Agreement are subject to the timely fulfillment by the Primary Funder of its funding obligations to NACCHO.
7. INTERFERING CONDITIONS: Subrecipient shall promptly and fully notify NACCHO of any condition that interferes with, or threatens to interfere with, the successful carrying out of Subrecipient's duties and responsibilities under this Agreement, or the accomplishment of the purposes thereof. Such notice shall not relieve Subrecipient of said duties and responsibilities under this Agreement.
8. OWNERSHIP OF MATERIALS: Subrecipient hereby transfers and assigns to NACCHO all right, title and interest (including copyright rights) in and to all materials created or developed by Subrecipient pursuant to this Agreement, including, without limitation, reports, summaries, articles, pictures and art (collectively, the "Materials") (subject to any licensed third-party rights retained therein). Subrecipient shall inform NACCHO in writing of any third-party rights retained within the Materials and the terms of all license agreements to use any materials owned by others. Subrecipient understands and agrees that Subrecipient shall retain no rights to the Materials and shall assist NACCHO, upon reasonable request, with respect to the protection and/or registrability of the Materials. Subrecipient represents and warrants that, unless otherwise stated to NACCHO in writing, the Materials shall be original works and shall not infringe or violate the rights of any third party or violate any law. The obligations of this paragraph are subject to any applicable requirements of the Federal funding agency.

9. RESOLUTION OF DISPUTES: The parties shall use their best, good faith efforts to cooperatively resolve disputes and problems that arise in connection with this Agreement. Both parties will make a good faith effort to continue without delay to carry out their respective responsibilities under the Agreement while attempting to resolve the dispute under this section. If a dispute arises between the parties that cannot be resolved by direct negotiation, the dispute shall be submitted to a dispute board for a nonbinding determination. Members of the dispute board shall be the Director or Chief Executive Officer of the Subrecipient, the Chief Executive Officer of NACCHO, and the Senior Staff of NACCHO responsible for this Agreement. The costs of the dispute board shall be paid by the Subrecipient and NACCHO in relation to the actual costs incurred by each of the parties. The dispute board shall timely review the facts, Agreement terms and applicable law and rules, and make its determination. If such efforts fail to resolve the differences, the disputes will be submitted to arbitration in the District of Columbia before a single arbitrator in accordance with the then-current rules of the American Arbitration Association. The arbitration award shall be final and binding upon the parties and judgment may be entered in any court of competent jurisdiction.
10. TERMINATION: Either party may terminate this Agreement upon at least fifteen (15) days prior written notice to the other party. NACCHO will pay Subrecipient for services rendered through the date of termination.
11. ENTIRE AGREEMENT: This Agreement contains all agreements, representations, and understandings of the parties regarding the subject matter hereof and supersedes and replaces any and all previous understandings, commitments, or agreements, whether oral or written, regarding such subject matter.
12. PARTIAL INVALIDITY: If any part, term, or provision of this Agreement shall be held void, illegal, unenforceable, or in conflict with any law, such part, term or provision shall be restated in accordance with applicable law to best reflect the intentions of the parties and the remaining portions or provisions shall remain in full force and effect and shall not be affected.
13. GOVERNING LAW: This Agreement shall be governed by and construed in accordance with the laws of the District of Columbia (without regard to its conflict of laws provisions).
14. ADDITIONAL FUNDING: Unless prior written authorization is received from NACCHO, no additional funds will be allocated to this project for work performed beyond the scope specified or time frame cited in this Agreement.
15. REMEDIES FOR MISTAKES: If work that is prepared by the Subrecipient contains errors or misinformation, the Subrecipient will correct error(s) within five business days. The Subrecipient will not charge NACCHO for the time it takes to rectify the situation.
16. COMPLIANCE WITH FEDERAL LAWS AND REGULATIONS: Subrecipient's use of

funds under this Agreement is subject to the directives of and full compliance with 2 CFR Part 200 (Uniform Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards, and 45 C.F.R. Part 75 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards). It is the Subrecipient's responsibility to understand and comply with all requirements set forth therein.

17. EQUAL EMPLOYMENT OPPORTUNITY: Pursuant to 2 CFR 200 Subpart D, Subrecipient will comply with E.O. 11246, "Equal Employment Opportunity," as amended by E.O. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and as supplemented by regulations at 41 C.F.R. part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."
18. DEBARRED OR SUSPENDED SUBRECIPIENTS: Pursuant to Executive Order 12549 and Executive Order 12689 entitled "Debarment and Suspension" and 2 CFR 180, Organization certifies to the best of its knowledge that it is not presently debarred or suspended and will execute no subcontract with parties listed on the General Services Administration's List of Parties Excluded from Federal Procurement or Non-procurement Programs.
19. AUDITING: Subrecipient agrees to permit independent auditors to have access to its records and financial statements for the purpose of monitoring compliance with this Agreement. If Subrecipient is not required to undergo an audit pursuant to 2 CFR 200 Subpart F because Subrecipient receives less than \$750,000 in federal direct or indirect cooperative agreement or grant funds, Subrecipient will certify to NACCHO that it is not so required. If Subrecipient is required to undergo an audit pursuant to 2 CFR 200 Subpart F, Subrecipient will undergo the required audit and agrees to send a copy of its most recent Single Audit report and any management letters to NACCHO.
20. LOBBYING RESTRICTIONS AND DISCLOSURES: Pursuant to 2 CFR 200 Subpart E, Subrecipient hereby certifies to NACCHO that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Subrecipient will also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award.
21. SALARY LIMITATION: Pursuant to CDC Additional Requirement – 32: Appropriation Act, General Provisions, cap on Salaries (Division H, Title II, General Provisions, Sec. 202): None of the funds appropriated in this Agreement shall be used to pay the salary of an individual, through a grant or other extramural mechanism, at a rate in excess of Executive Level II. Note: The salary rate limitation does not restrict the salary that an organization may pay an individual working under an HHS contract or order; it merely limits the portion of that salary that may be paid with federal funds.

22. COMPLIANCE WITH FEDERAL ENVIRONMENTAL REGULATIONS: Pursuant to 2 CFR 200 Subpart F, Subrecipient agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251 et seq.)
23. REPORTING REQUIREMENTS: If applicable, Subrecipient must comply with Subrecipient reporting requirements specified in the Federal Funding Accountability and Transparency Act (P.L. 109-282). Subrecipient shall submit the information required on the form provided by NACCHO within 15 days of execution of this agreement and prior to any payment being made against this agreement.
24. WHISTLEBLOWER PROTECTION: Pursuant to 41 U.S.C. 4712 employees of a contractor, subcontractor, or Subrecipient will not be discharged, demoted, or otherwise discriminated against as reprisal for “whistleblowing.”
25. CORONAVIRUS DISEASE 2019 (COVID-19) Funds: The contractor acknowledged that the project is funded under the Coronavirus Preparedness and Response Supplemental Appropriation Act, 2020 (P.L 116-123); the Coronavirus Aid, Relief and Economic Security Act, 2020 (the “CARES Act) (P.L. 116-136); the Paycheck Protection Program and Health Care Enhancement Act (P.L. 116-139) and/or the Consolidated Appropriation Act, 2021 (P.L. 116-260), Division M – Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (P.L. 116-260) and hereby agrees, as to applicable to the award, to 1) comply with existing and/or future directives and guidance from the Secretary regarding control of the spread of COVID-19; 2) in consultation and coordination with HHS, provide, commensurate with the condition of the individual, COVID-19 patient care regardless of the individual’s home jurisdiction and/or appropriate public health measure and 3) assist the United States Government in implementation and enforcement of federal orders related to quarantine and isolation. The Contractor will comply, to the extent applicable, with Section 18115 of the CARES Act, with respect to the reporting to the HHS Secretary of results tests intended to detect SARS-CoV-2 or to diagnose a possible case of COVID-19. Such reporting shall be in accordance with guidance and direction from HHS and/or CDC.

Furthermore, consistent with 45 C.F.R. 75.322, the Contractor agrees to provide to CDC copies and/or access to COVID-19 data collected including but not limited to data related to COVID-19 testing. CDC will specify in further guidance and directives what is encompassed by this requirement.

26. EXECUTION AND DELIVERY: This Agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same Agreement. The counterparts of this Agreement and all Ancillary Documents may be executed and delivered by facsimile or electronic mail by any of the parties



to any other party and the receiving party may rely on the receipt of such document so executed and delivered by facsimile or electronic mail as if the original had been received.

27. NOTICE: All notices, including invoices, required to be delivered to the other party pursuant to this Agreement shall be in writing and shall be sent via facsimile, with a copy sent via US mail, postage prepaid, to the parties at the addresses set forth below. Either party may send a notice to the other party, pursuant to this provision, to change the address to which notices shall be sent.

FOR NACCHO:

National Association of County and City  
Health Officials  
Attn: Kabaye Diriba  
1201 (I) Eye Street NW 4th Fl.,  
Washington, DC 20005  
Tel. (202) 888-0443  
Fax (202) 783-1583  
Email: [kdiriba@naccho.org](mailto:kdiriba@naccho.org)

With a copy to:

National Association of County and City  
Health Officials  
Attn: Ade Hutapea, LL.M., CFCM, CCCM  
Director, Contracts  
1201 (I) Eye Street NW 4th Fl.,  
Washington, DC 20005  
Tel. (202) 507-4272  
Fax (202) 783-1583  
Email: [ahutapea@naccho.org](mailto:ahutapea@naccho.org)

FOR SUBRECIPIENT:

Pima County for and on behalf of  
Pima County Health Department  
Attn: Theresa Cullen, MD, MS  
Director  
3950 S Country Club Rd., Ste 100,  
Tucson, AZ 85714-2056  
Tel. (520) 724-7765  
Email: [Theresa.Cullen@pima.gov](mailto:Theresa.Cullen@pima.gov)

With a copy to:

Pima County for and on behalf of  
Pima County Health Department  
Attn: Mark Person  
Program Manager  
3950 S Country Club Rd., Ste 100,  
Tucson, AZ 85714-2056  
Tel. (520) 724-7749  
Email: [Mark.Person@pima.gov](mailto:Mark.Person@pima.gov)

IN WITNESS WHEREOF, the persons signing below warrant that they are duly authorized to sign for and on behalf of, the respective parties.

AGREED AND ACCEPTED AS ABOVE:

**NACCHO:**

**SUBRECIPIENT:**

By : \_\_\_\_\_

By : \_\_\_\_\_

Name : Jerome Chester

Name : Sharon Bronson

Title : Chief Financial Officer

Title : Chair, Board of Supervisor

Date : \_\_\_\_\_

Date : \_\_\_\_\_

Federal Tax ID No.: 86-6000543

DUNS No.: 144733792

<p>REVIEWED BY: <u><i>[Signature]</i></u>          Appointing Authority or Designee          Pima County Health Department</p>
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*[Signature]*  
 APPROVED AS TO FORM:  
 Deputy County Attorney

**NATIONAL ASSOCIATION OF COUNTY AND CITY HEALTH OFFICIALS  
SUBRECIPIENT AGREEMENT – ATTACHMENT I  
SCOPE OF WORK**

**Project:** Implementing Overdose Prevention Strategies at the Local Level

**Awardee:** Pima County Health Department (PCHD)

**Project period:** January 01, 2022 - July 31, 2023

**Project amount:** \$499,912

**Project description**

In collaboration with the Centers for Disease Control and Prevention (CDC), the National Association of County and City Health Officials (NACCHO) will partner with Pima County Health Department to increase its capacity to respond effectively to the overdose epidemic by working with partners and rolling out evidence-based strategies at the local level. Through July 31, 2023, with funding and technical assistance from NACCHO and CDC, Pima County Health Department will be responsible for implementing activities that address their community’s challenges related to drug overdose deaths. NACCHO and Pima County Health Department will enter into a formal contract in order to achieve these goals.

The initial contract will cover the period from contract start through July 31, 2022. NACCHO and the LHD will modify and re-execute the contract to extend through July 31, 2023, following formal issuance of a no-cost extension by CDC.

**Work Plan**

Program Goal: To reduce overdose fatalities among high-risk populations in Pima County and leverage existing community strengths and resources to address health disparities.

<b>Process Objective 1.</b> By May 2022, implement an early alert surveillance system utilizing law enforcement drug seizure activity, in order to improve our ability to respond and notify local behavioral health provider network and community partners, when fentanyl exposure risk is expected to be high.			
Activities	Lead Person/ Organization	Estimated time frame	Notes
1a. Establish a task force in partnership with local law enforcement (TPD and PCSD), CBP, and DEA to share information and coordinate response.	PCHD (Mark Person) and TPD (Aeric Koerner)	Jan 2022 – Mar 2022	Initial Meeting is on 1/18/22 between TPD and PCHD.
1b. Establish data sharing protocols and procedures between public health and public safety agencies.	PCHD (Mark Person and Hollie Watson-Smith)	Mar 2022 – Apr 2022	

	and Data Analysts from TPD, CBP, DEA		
1c. Develop operational definitions and quantitative thresholds for public health and safety alerts.	PCHD (Mark Person and Hollie Watson-Smith) and Data Analysts from TPD, CBP, DEA	Mar 2022 – Apr 2022	
1d. Develop novel interventions to reduce overdose rates, by blending the knowledge and experience of local public health and safety experts.	PCHD (Mark Person)	Apr 2022 – May 2022	Includes designing public health alerts to be sent.
<b>Process Objective 2.</b> By December 2022, develop a media campaign and distribute communication and educational materials, to reduce perpetuation of stigma and negative stereotypes around substance misuse towards communities of color (racial and ethnic) that have been historically marginalized and targets of racism, discrimination, and ostracism.			
Activities	Lead Person/ Organization	Estimated time frame	Notes
2a. Identify local community members with lived experience from target communities to co-design culturally and linguistically appropriate strategies and messaging and materials for media campaign.	PCHD (Mark Person and Mayra Jeffery)	Feb 2022	In close coordination with PCHD Communications Dept lead
2b. Identify (via survey/focus groups/etc.) needs of people with lived experience in target communities at the intersection of racism and substance use disorders to inform program strategies and messaging.	PCHD (Mark Person and Mayra Jeffery)	Feb 2022 – Mar 2022	Committee will decide on best route to gather information
2c. Develop content for messaging and social marketing /media campaign	PCHD (Communications Lead, Mark Person and Mayra Jeffery) and Community partners and Lived Experience Experts	Mar 2022 – Apr 2022	

2d. Design and Develop marketing and media campaign materials including digital, print and radio (print, review, approval)	PCHD (Communications Lead)	Apr 2022	
2e. Develop a communications plan including evaluation metrics and methods for assessing effectiveness of the marketing and media campaign	PCHD (Communications Lead and Mark Person and Mayra Jeffery)	Apr 2022 – May 2022	
2f. Implement communications plan.	PCHD (Mark Person and Mayra Jeffery)	May 2022 – November 2022	The distribution of materials and methods to engage will depend on the committee and what is decided to be the best way to engage community in messaging.
2g. Evaluate communications plan.	PCHD (Communications Dept, Mark Person, and Mayra Jeffery)	Dec 2022	
<b>Process Objective 3.</b> By August 2022, develop and implement “safe space” concept to include four PCHD outpatient clinics that will provide linkage to care, harm reduction, and resource distribution for individuals struggling with substance use.			
<b>Activities</b>	<b>Lead Person/ Organization</b>	<b>Estimated time frame</b>	<b>Notes</b>
3a. Develop “safe space” protocol for PCHD clinics	PCHD (Andrew Rowe and Mark Person)	Feb 2022 – May 2022	
3b. Develop standard operating procedures for PCHD clinics	PCHD (Andrew Rowe and Mark Person)	Feb 2022 – May 2022	
3c. Complete staff training on “safe space” protocol and procedures	PCHD (Andrew Rowe and Mark Person)	June 2022 – July 2022	
3d. Develop tracking tool to measure outcomes	PCHD (Andrew Rowe and Mark Person)	May 2022 – June 2022	
3e. Design and develop media materials to notify general public of “Safe Space”	PCHD (Communications Department and Mayra Jeffery)	June 2022 – July 2022	

3f. Send notification to stakeholders for new process and implementation	PCHD (Andrew Rowe and Mark Person)	July 2022	
3g. Distribute media advertising to notify general public of "safe space" procedures.	PCHD (Communications Department and Mayra Jeffery)	August 2022	
3h. Hold ongoing monthly debrief for staff and leadership as support through implementation.	PCHD (Andrew Rowe and Mark Person)	July 2022 – Dec 2022	In these meetings, specific situations can be reviewed to ensure protocols and policies are being followed and if they need to be revised.
<b>Process Objective 4.</b> By December 2022, expand peer navigation services in community based organizations in high risk target communities and provide overdose prevention services and support to at least 20 people per month (per agency) identified as high risk.			
<b>Activities</b>	<b>Lead Person/ Organization</b>	<b>Estimated time frame</b>	<b>Notes</b>
4a. Establish partnership with the Tucson Indian Center and co-design scope of work and agreed metrics.	PCHD (Mark Person, Jennie Mullins Helen Schaeffer) and TIC	Jan 2022 – Feb 2022	Important as a tribal organization that self-determination is advances as much as possible in design of service delivery and approaches.
4b. Amend contract for HOPE Inc to expand current overdose outreach and prevention education at the jail and hospitals/EDs, to include justice involved populations (emphasizing drug court participants and others involved in pretrial services and adult probation).	PCHD (Mark Person)	Jan 2022 – Feb 2022	
4c. Track units billed and outreach services provided by both Hope Inc and TIC to ensure service targets are being met, and support both agencies with training and start-up needs.	PCHD (Mark Person)	Feb 2022 – Dec 2022	
4d. Assign a public health case manager and align functional job descriptions with scope of work and	PCHD (Mayra Jeffery)	Jan 2022	

overdose prevention work being done through sub-contractors.			
4e. Launch case management services to begin accepting referrals from the justice system, and provide brief interventions to at-risk populations.	PCHD (Mayra Jeffery)	Feb 2022 – Dec 2022	
<b>Process Objective 5.</b> By December 2022, distribute at least 5,000 fentanyl test strips to local agencies, partners, and coalitions for use in clinical settings or directly to people who use drugs (harm reduction).			
<b>Activities</b>	<b>Lead Person/ Organization</b>	<b>Estimated time frame</b>	<b>Notes</b>
5a. Develop storage & distribution policies and procedures.	PCHD (Mark Person)	Jan 2022	
5b. Create a targeted distribution plan.	PCHD (Mark Person)	Jan 2022	
5c. Identify fentanyl test strip vendor and POC to begin plans for procurement.	PCHD (Mark Person)	Jan 2022	
5d. Procure FTS shipment and target date for receipt.	PCHD (Mark Person)	Jan 2022 – Mar 2022	Depending on shipping time, etc.
5e. Develop training and presentations, media and marketing materials.	PCHD (Mark Person and Mayra Jeffery)	Feb 2022 - Mar 2022	
5f. Notify substance use collaboration groups and other partners to start distribution process, provide marketing materials, and offer FTS training.	PCHD (Kimberly Wang)	Feb 2022 – Mar 2022	Depending on shipping time, etc.
5g. Track and report number of FTS distributed, trainings completed, and agency reports	PCHD (Mark Person)	Mar 2022 – Dec 2022	Agency reports will include number they distributed to target population and/or results from clinical screenings they may have.
<b>Process Objective 6.</b> By August 2022, provide at least 4 presentations to local law enforcement and begin distributing a standardized presentation for providers, jails, and stakeholders who work with SUD populations in order to bolster community harm reduction.			

Activities	Lead Person/ Organization	Estimated time frame	Notes
6a. Develop training resource for TPD collaboration on opioid overdose and naloxone education, the Good Samaritan Law and treatment resources.	PCHD (Mark Person)	Jan 2022 – Feb 2022	
6b. Deliver training to TPD via presentation and resource guide	PCHD (Mark Person and Mayra Jeffrey)	May 2022 – Aug 2022	
6c. Create training resources for providers, corrections staff, etc. on Naloxone, fentanyl test strips, and the Good Samaritan Law to increase harm reduction strategies and improve linkages to care.	PCHD (Mark Person and Mayra Jeffrey)	Feb 2022 – Mar 2022	Have not decided on format (PowerPoint or video)
6d. Identify key messages and target audience for media and marketing materials and develop marketing and communications plan.	PCHD (Communications Department and Mark Person and Mayra Jeffrey)	Feb 2022 – Mar 2022	
6e. Create tracking tools for outreach to report to independent contractor for evaluation	PCHD (Mark Person)	Mar 2022 – Apr 2022	
6f. Implement communications plan including disseminating marketing materials and providing education and awareness raising events to the general public and community partners.	PCHD (Communications Dept and Mark Person)	May 2022	

**Crosscutting Activities**

<b>Objective 1. Through the period of performance, participate in virtual learning, and evaluation activities to openly share challenges, results, and outcomes of selected site's experience</b>			
Period	Activity	Lead Person/Organization	Timeline



Year 1 & Year 2	Participate in monthly check-in calls facilitated by NACCHO to review the progress of ongoing activities, any major changes to the work plan, and discuss technical assistance needs. Participants will include at least one representative from NACCHO, CDC, and the awardee as well as any other stakeholders invited by the awardee. Supplemental technical assistance (TA) calls will be scheduled to address needs. Submit monthly workplan progress updates.	NACCHO, CDC, Pima County Health Department, SME consultant(s)	Complete by July 31, 2023
Year 1	Complete the Overdose Prevention Capacity Assessment Tool (OPCAT) and Technical Assistance Assessment (TAA) at the start of the project. Technical assistance and training will be available to sites and will be informed by the site OPCAT results.	NACCHO, Pima County Health Department	Complete by January 31, 2022
Year 1	Develop an evaluation plan based on the logic model. A template and technical assistance will be provided from NACCHO, CDC, and SME consultant.	NACCHO, CDC, Pima County Health Department	Complete by July 31, 2022
Year 2	Implement the evaluation plan and hold quarterly calls to update progress on evaluation.	NACCHO, CDC, Pima County Health Department, SME consultant(s)	Completed by July 31, 2022
Year 1 & Year 2	Participate in cohort learning and sharing experiences. Present expertise through at least one peer learning experience.	NACCHO, CDC, SME consultant(s), all program participants	Complete by July 31, 2023
Year 2	Submit a final report that includes information about lessons learned, successes, and challenges experienced during the project, as well as progress and evaluation data from the beginning of funding through the end of the project period.	NACCHO, CDC, Pima County Health Department	Complete by July 31, 2023
Year 2	Complete an Overdose Prevention Capacity Assessment Tool (OPCAT) at the end of the project and participate in project evaluation-related activities with NACCHO and CDC, including interviews to assess how the technical assistance and funding impacted the site's capacity.	NACCHO, Pima County Health Department	Complete by July 31, 2023

The invoice schedules:

Invoice No.	Period of Performance	Due date
Invoice I	January 1, 2022 to March 15, 2022	May 30, 2022
Invoice II	March 16, 2022 to June 30, 2022	July 15, 2022
Invoice III	July 1, 2022 to July 31, 2022	August 15, 2022
<b>YEAR 2 - Year 2 Agreement award is contingent upon NACCHO receiving approval to exercise expanded authority in the administration of the award of CDC GRANT 6NU38OT000306-04-01, CFDA #93.421.</b>		
Invoice IV	August 1, 2022 to November 15, 2022	December 30, 2022
Invoice V	November 16, 2022 to March 15, 2023	April 28, 2023
Invoice VI	March 16, 2023 to June 30, 2023	July 15, 2023
Invoice VII	July 1, 2023 to July 31, 2023	August 15, 2023

**LINE-ITEM BUDGET TEMPLATE**

Pima County Health Department

*Together We Rise: Community Partnerships to Reduce Overdose*

01/01/2022-07/31/2023

Line Items	Requested Amount through July 31, 2022	Requested Amount August 1, 2022- July 31, 2023	Total Requested Amount	Cost Justification
<b>Personnel (Name)</b>				
Project Director - Mark Person	\$ 9,996.01	\$ 19,992.02	\$ 29,988.04	.25 FTE
Epidemiologist - Hollie Watson Smith	\$ 6,832.80	\$ 13,665.60	\$ 20,498.40	.25 FTE
Case Manager - Vacant	\$ 24,960.00	\$ 49,920.00	\$ 74,880.00	1.0 FTE
Communications Specialist	\$ 6,760.00	\$ 13,520.00	\$ 20,280.00	.25 FTE
<b>Personnel Subtotal</b>	<b>\$ 48,548.81</b>	<b>\$ 97,097.62</b>	<b>\$ 145,646.44</b>	
			\$ -	
<b>Fringe Benefits (37%)</b>	<b>\$ 17,963.06</b>	<b>\$ 35,926.12</b>	<b>\$ 53,889.18</b>	
<b>Travel</b>			\$ -	
Mileage	\$ 289.25	\$ 578.50	\$ 867.75	local mileage for Case Manager @ 1300 miles/yr
	\$ -	\$ -	\$ -	
<b>Travel Subtotal</b>	<b>\$ 289.25</b>	<b>\$ 578.50</b>	<b>\$ 867.75</b>	
<b>Equipment</b>			\$ -	
0	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
<b>Equipment Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Supplies</b>			\$ -	
Office Supplies	\$ 500.00	\$ 1,000.00	\$ 1,500.00	250/yr per person

			\$ -	
	\$ -	\$ -	\$ -	
<b>Supplies Subtotal</b>	\$ 500.00	\$ 1,000.00	\$ 1,500.00	
<b>Contractual Costs</b>			\$ -	
HOPE Inc	\$ 45,000.00	\$ 90,000.00	\$ 135,000.00	Peer support/navigation services -
Tucson Indian Center	\$ 35,000.00	\$ 70,000.00	\$ 105,000.00	Safe Space and Harm Reduction Activities
			\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
<b>Contractual Subtotal</b>	\$ 80,000.00	\$ 160,000.00	\$ 240,000.00	
<b>Other</b>			\$ -	
Communication Campaigns, Public Education and Outreach	\$ 9,550.00	\$ 18,735.00	\$ 28,285.00	Media Charges, including production costs
Printing	\$ 550.00	\$ 1,000.00	\$ 1,550.00	
			\$ -	
	\$ -	\$ -	\$ -	
<b>Other Subtotal:</b>	\$ 10,100.00	\$ 19,735.00	\$ 29,835.00	
<b>Subtotals of Direct costs</b>	\$ 157,401.12	\$ 314,337.24	\$ 471,738.37	
<b>Indirect (10%)</b>	\$ 12,740.11	\$ 15,433.72	\$ 28,173.84	Pima County calculates indirect using de minimis rate, 10% of modified total direct costs (MTDC).
<b>Grand Total</b>	\$ 170,141.23	\$ 329,770.97	\$ 499,912.20	