OPIOID ABATEMENT ADVISORY COMMISSION

Frequently Asked Questions

1. Who may apply for KYOAAC funds?
   - Any "entity" as defined by KRS 14A.1-070 or "governmental agency" as defined in KRS 65.940 may apply for funds.

2. Are individuals eligible to apply for KYOAAC funds?
   - No, though we encourage individuals to work with eligible groups to facilitate the best use of grant funding.

3. What if I do not have a System for Award Management (SAM) number?
   - Please enter 12 zeroes in the SAM field to proceed

4. What documents will need to be provided? *The following documents will need to be provided:*

Organizational Disclosure Form page:
   - Organizational Audit
       i. FY2018, FY2019, FY2020, FY2021, YTD2022
   - Audit Reports
       i. FY2018, FY2019, FY2020, FY2021, YTD2022
   - Current Organizational Chart

Compliance Statement & Required Attachments page

   - Federal Tax ID
   - 501(c)(3) Letter of Determination (only applies to 501(c)(3) applicants)
   - Secretary of State Certificate of Good Standing (does not apply to a government entity)
   - Year-end financial statements
   - CV/Resume of entity or agency director
   - CV/Resume of all staff members working directly with the proposed program
   - Job descriptions and qualifications for each position involved in the proposed program
   - List of current Board Members
   - Letters from collaborative partners on partners' letterhead
   - Agreements for consultant or contractual services on vendors' letterhead (political subdivisions must follow procurement process)
   - Equipment price quote(s) on vendors' letterhead (political subdivisions must follow procurement process; minimum threshold to be considered equipment is $5,000)
   - Materials price quote(s) on vendors' letterhead (political subdivisions must follow procurement process)
   - Supply price quote(s) on vendors' letterhead (political subdivisions must follow procurement process)

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- ➢ Curriculum for program being proposed
- ➢ Evaluation instrument(s) or tool(s)
- ➢ Any relevant publications (e.g. brochure, newsletter, websites, etc.)

Service Delivery Description page

- ➢ Implementation Timeline

5. What information is expected to be included in the application process? *The below list is not exhaustive*:
   - ➢ Budget plan
   - ➢ Budget narrative
   - ➢ Program narrative
   - ➢ Program curriculum
   - ➢ Organization description
   - ➢ Project description
   - ➢ Target service project description
   - ➢ Service delivery description
   - ➢ Anticipated program revenue, including a breakdown by revenue source
   - ➢ Evaluation plan
   - ➢ Evaluation instrument(s) or tool(s)
   - ➢ Data source(s) and the year collected.

6. When is the application due?
   - ➢ Currently, the application process is open-ended, and submissions are being accepted on a rolling basis.

7. Will applicants who are not approved be notified?
   - ➢ Yes.

8. How many applications can an entity or agency submit?
   - ➢ We ask that entities and agencies submit one application per fiscal year
     - i. If an entity has multiple locations that are requesting funding, each location—and the amount of funding being requested—should be explained in the narrative and itemized in the budget that is submitted.

9. Will there be an opportunity to renew the grant if awarded?
   - ➢ The Commission will evaluate the possibility of a renewal on a case-by-case basis.

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10. When will grant awards be announced?
    - ➢ It is anticipated that the initial round of grant awards will be announced in Spring 2023.

11. When will payments be disbursed?
    - ➢ We expect payments to be distributed within 60 days of the grant award announcement.

12. Will there be reporting requirements? If so, what are they?
    - ➢ Yes. Please see 40 KAR 9:010E, 9:010, 9:020E, and 9:020, as applicable.

13. Is there a limit on the amount of money that can be requested?
    - ➢ No, though requests should be reasonable in light of the limited availability of funding.

14. Is there a limit on the amount of money awarded to grantees?
    - ➢ No, though grants will be made in light of the limited availability of funding.

15. Are there stipulations on when the funds must be used?
    - ➢ Funds must be used within the timeframe specified on the grantee's implementation timeline.

16. Are there stipulations on how funds can be used?
    - ➢ Funds must be spent in conformity with KRS 15.291 and KRS 15.293 and accompanying regulations. Funds may not be used for the acquisition of real property.

17. If an entity received direct funding from KYOAAC, can they also receive some of the city or county funds from the settlement?
    - ➢ An entity or agency should consult the city or county in question to receive an appropriate answer.

18. If an entity received funding from the City and County funds, are they eligible to receive money from KYOAAC?
    - ➢ Yes

19. Must an applicant provide a list of all governmental or non-governmental grants received or applications pending?
    - ➢ Yes. Anticipated program revenues should include the source, purpose, and amount for any grants that you were awarded, any funds you are currently receiving, and/or any pending applications.

20. What does "disclosure of litigation" mean?
    - List any judgements against the entity or agency and the amounts awarded. Provide the number of pending litigations.

21. What does "total of any liens or lawsuit settlements" mean?
    - List any liens placed against property in an attempt to collect on a judgement.
    - List any settlements owed by the entity or agency and any settlements that awarded money to a plaintiff.