

Implementation Plan and Timeline

United Way of Mesa County suggests the following Implementation Plan and Timeline for the Opioid Crisis Recovery Fund for the South West Colorado Opioid Regional Council (“SWCORG”):

I. Pre-Application Work – Understanding the Project Needs

The success of the administration of the Opioid Crisis Recovery Funds for SWCORG will only be possible if United Way of Mesa County, the SWCORG Board of Directors (“SWCORG Board”), and participating providers all clearly understand their roles, timelines, deliverables, and goals of the project. Key elements in this phase will include:

- United Way of Mesa County will review the completed two year plan that SWCORG has submitted which details funding priorities and the goals and objectives of SWCORG (“the Plan”).
- United Way of Mesa County will create timelines for implementation of the Plan, including the announcement of funding opportunities to potential providers, expected dates of payment, and reporting criteria.
- United Way of Mesa County will review the requirements, goals, and timelines of the Plan to develop a grant application which is designed to best give SWCORG the information it needs to select which providers and projects to fund.
- United Way of Mesa County will assist with the solicitation of providers who are best able meet the goals and objectives of the Plan.
- United Way of Mesa County will assist in the identification of deliverables which contracted providers and funded projects will meet in order to further the goals and objectives of the plan and match priorities set by the state.

II. Grant Application Formation

Once all grant timelines and deliverables are established, a grant application will be created. United Way of Mesa County will assist in creating questions and requests for supporting documentation that will help the SWCORG Board make evaluations for funding. A system will also be created to distribute the application to potential providers and allow the SWCORG Board access to the applications. United Way of Mesa County will use a web portal for grant applications, to allow for easy distribution of the application, the ability for providers to quickly respond and upload documents, and gives access to the SWCORG Board to review applications in a timely manner.

III. Fund Disbursement Plan

SWCORG will create a policy to clearly define where funds will be housed, and how often and by what method funds will be paid to providers. This policy will be available to potential providers and may include information regarding the location and planned distribution of funds. Each provider, upon selection by SWCORG, will enter into an individual contract with Montrose County, as fiscal agent for SWCORG.

IV. Method for Tracking Outcomes

United Way of Mesa County will be to track and report on outcomes from providers and share that information with the SWCORC Board. As part of creating the grant application, United Way of Mesa County will implement the following:

- United Way of Mesa County will work with the SWCORC Board to establish what outcomes are expected from each grant recipient provider. These expectations will be clearly detailed in the grant application and funding agreement and will be a condition of funding.
- United Way of Mesa County will create and implement a system pursuant to which providers can report progress and stay informed regarding which updates are required.
- United Way of Mesa County will report outcomes and progress for deliverables on a schedule and in a format that fits the needs of the SWCORC Board.

V. Distribute Grant Application

After the SWCORC Board and United Way of Mesa County created a plan detailing project timelines, expected deliverables from the United Way of Mesa County and providers, and fund distribution, the grant application will be distributed to potential providers. United Way of Mesa County will encourage appropriate providers, including relevant agencies, to apply for grant funding by launching a press and social media campaign to encourage submissions.

VI. Submit Grant Applications to SWCORC Board

United Way of Mesa County will be the point of contact for potential providers during the application process. United Way of Mesa County will answer questions and provide clarity for applicants and will ensure that all applications are completed to the best of the applying provider's ability before submitting applications to the SWCORC Board for review. United Way of Mesa County will draft questions for the SWCORC Board to direct to applicants so that the Board may make an informed decision.

VII. Notify Agencies of Grant Award

The decisions of the SWCORC Board will be shared with grant recipient providers. A contract that clearly identifies funding amounts, payment schedules, deliverables (including due dates), and reporting schedules will be given to awarded providers.

VIII. Implement Calendars and Timelines

After grant funds have been distributed, United Way of Mesa County will work with providers to ensure proper reporting of deliverables and will report outcomes to the SWCORC Board.

IX. Evaluation and Modification

A formal evaluation of the work and process by United Way of Mesa County will be conducted by the SWCORC Board at the end of the process or any time during the process. Suggestions regarding improvement or modification of the process will be carefully considered and integrated as appropriate.

Suggested Timeline – 2023 Dates

Late July - South West Colorado Opioid Regional Council (SWCORG) approves scope of work and timeline for project, create contract with United Way of Mesa County.

August SWCORG Meeting – SWCORG Board approves grant application.

After August SWCORG Meeting – United Way of Mesa County opens grant portal for SWCORG applications. United Way of Mesa County also sends press releases, targeted social media announcements, and works with nonprofit partners to encourage agencies to apply.

September SWCORG Meeting – First round of grant applications reviewed. Finalists selected and additional questions about proposals created.

After September SWCORG Meeting – United Way of Mesa County will request additional information from finalists and present information to SWCORG. If desired by SWCORG, virtual meetings with finalists can be arranged.

October SWCORG Meeting – Vote on agencies/programs to receive funding, set funding amounts, and identify required deliverables from agencies.

After October SWCORG Meeting – United Way of Mesa County will create funding agreements (to be reviewed by SWCORG legal representative) for awarded agencies/programs that include agreed upon project goals, deliverables, and funding amounts/distribution schedule.

November – First payments made to agencies by SWCORG.

As identified in funding agreement – Reporting by agencies to SWCORG on progress toward program goals/objectives, identifying problems, and suggestions of changes to projects.