

Virginia Opioid Abatement Authority Application for Planning Grants for Individual Cities and Counties

1. Contact Information

- a. Name of City or County: City of Suffolk city county
- b. Physical address: 442 West Washington Street, Suffolk VA 23434
- c. Mailing address: PO Box 1858 Suffolk VA 23439
(if different than physical address)
- d. Contact Person for this application
- i. Name: Kathleen Kizior
- ii. Job Title: Financial Reporting and Compliance Manager
- iii. Office Phone: 757-514-7508 Cell Phone: _____
- iv. Email: kkizior@suffolkva.us

2. Cost and Funding

- a. What is the total cost of the planning effort? 225,380
- b. Does this city or county intend to provide a monetary match from its Direct Distribution from the settlement administrator(s)?
- Yes
- No
- If Yes, how much? \$45,076
- c. Does the city or county intend to provide a monetary match from its Individual Distribution from the OAA?
- Yes
- No
- If Yes, how much? _____

Note that if the Individual Distribution is used as a monetary match, this will serve as application to the OAA for this portion of the city or county's Individual Distribution from the OAA.

**Application for Planning Grants for
Individual Cities and Counties**

d. Does the city or county intend to provide a monetary match from its general fund?

Yes

No

If Yes, how much? _____

e. What is the total funding requested from the OAA for the planning grant? 180,304

3. Information

a. Does the city or county intend to contract with a vendor or other organization to support this effort?

Yes

No

If Yes, attach a copy of the procurement documents (scope of work, request for proposal, etc). that defines the scope of services to be provided.

b. Narrative

i. Provide a narrative description of the goals of this effort.

Prior to the funding from the National Opioid Settlement, the City of Suffolk has had minimal involvement with opioid abatement. Due to this fact, the City's Department of Social Services is in need of a Needs Assessment to determine the best use of the opioid settlement funds. Though certain community needs can be assessed from our municipal agencies (such as the courts and police) the overall opioid abatement needs for the City have never been assessed and is currently undetermined. Using the outcomes from the Needs Assessment, the City's Department of Social Services (DSS) is planning to allocate the opioid funds by awarding mini grants to departments and non-profits and tackle the epidemic where the largest needs exists. Performance evaluations will be conducted yearly to weigh the efficiency of our grant fundings and to determine effectiveness of the programs funded.

We are asking for planning funding for three areas of our project:
Needs Assessment:
There are two City employees assigned to work on the Opioid Abatement Project. There are no in-house resources or adequately knowledgeable city staff to conduct this assessment. By outsourcing this assessment, the Department of Social Services and the City as a whole are doing their due diligence in determining the best possible opportunities to aid our City with the opioid epidemic.

Grants Management Initial Implementation:
In order to effectively track and monitor funding of the mini grants fiscally and track performance data, the City will need a Grants Management/Project Tracking software that will integrate with our City's ERP. This is especially important since this is an 18 year project with compliance reporting. By implementing this software in the planning stages, we will be ready to begin the mini grants process upon completion and review of the needs assessment.

Website/Application Software Initial Implementation:
The City will also need a vessel for the public to view information regarding the City's opioid project and the distribution of this funding. A website will be built by the contracted City website providers and will be linked to the City of Suffolk website. Organizations or individuals who wish to apply for a mini grants will be able to get application information and apply through the website.

The overall goal is to best provide funding where it would be the best benefit for our community to remediate the opioid.


c. Budget

i. Provide a line-item budget for this effort that includes projected expenditures as well as any funding resources identified or requested in section 2.

4. Signature

Signature section must be completed by the person designated with signatory authority by the city or county's governing body.

"I swear or affirm that all information contained in and attached to this application is true to the best of my knowledge."

Signature 
Print Name Albert S. Moor II, P.E.
Title City Manager
Date 4/26/2023

Approved as to Form:





CITY OF SUFFOLK

P.O. BOX 1858, SUFFOLK, VIRGINIA 23439-1858

PHONE: (757) 514-4012

CITY MANAGER

April 18, 2023

Opioid Abatement Authority
info@voaa.us

Subject: Virginia Opioid Abatement Authority Application for Planning Grants for Individual Cities and Counties

Dear OAA Board of Directors,

Please see attached the City of Suffolk's application for the Virginia Opioid Abatement Authority for Planning Grants for Individual Cities and Counties.

Prior to the funding from the National Opioid Settlement, the City of Suffolk has had minimal involvement with opioid abatement. Due to this fact, the City's Department of Social Services is in need of planning grant funding to aid in determining the best use of the opioid settlement funds.

In order to most effectively provide the best services for our community, we are asking for planning funding for (1) a needs assessment, (2) implementation of grant tracking software, and (3) implementation of a community website where organizations and individuals can learn about our project and apply for grants on the website.

We thank you for your consideration.

Sincerely,

Albert S. Moor, II. P.E.
City Manager

Attachments

CC:
Azeez Felder, Deputy City Manager
Tealen Hansen, Director of Finance
Harry Cromer, Director of Social Services
Saniyyah Manigault-Westbrook, Asst. Director of Social Services
Kathleen Kizior, Financial Reporting and Compliance Manager