



# VIRGINIA OPIOID ABATEMENT AUTHORITY

## LETTER RE: REQUESTS FOR PROPOSALS FROM AGENCIES OF THE COMMONWEALTH 2024-2025

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Greetings to all Agencies of the Commonwealth of Virginia. The Virginia Opioid Abatement Authority (OAA) is excited to launch its request for proposals (RFP) from Agencies of the Commonwealth for awards from the Opioid Abatement Fund for the 2024-2025 performance period. The performance period for awards is October through September of each year.

*Please note:* If an agency has a current award and intends to continue that project into the 2024-2025 performance period, a proposal requesting renewal and/or amendment **is required** including if funds are being carried forward.

The documents for submitting proposals, including renewals and/or amendments for current awards, are available on the OAA's [Grants Portal](#) under the State Agencies tab. The portal includes the RFP document, summary of proposal form, budget workbook, project timeline workbook, performance measures workbook, and the [terms and conditions](#).

The OAA will accept proposals from **March 19 through May 24, 2024**. The total amount of funding available for this cycle is approximately **\$7.7 million**. Multiple awards, including renewals and amendments, will be made from these funds and no singular agency will receive all \$7.7 million. There is no guarantee that a submission results in an award.

The OAA will only consider proposals that are within the scope of the statutory authority of the agency to administer. OAA state agency awards shall be considered "one-time" in nature and shall not create an on-going obligation for the Commonwealth. The OAA will consider projects that range from one to five years, but only awards projects one year at a time. After the first year, the agency may request up to four one-year renewals for awarded projects. Renewals are not guaranteed and are subject to the 1) availability of funds, 2) agency's performance, 3) proposed or requested amendments and amounts, and 4) approval of the OAA. Proposals must be in compliance with the national settlement agreements, Commonwealth's settlement memorandum of understanding (MOU), and Code of Virginia [§2.2-2370](#).

Any agency of the Commonwealth may submit a proposal but only one proposal will be accepted per agency. Proposals may contain multiple projects (including renewals and/or amendments). Agency leadership must review and approve the agency's proposal prior to submission. If submitting multiple projects, they must be ranked by priority.

Executive Branch agencies intending to submit proposals, whether new or renewal/amendments to current awards, should ensure any additional steps required by the Administration are completed *before* final submission to the OAA.

After the proposal window has closed, the OAA will conduct evaluation meetings with each submitting agency which may include negotiating to potentially adjust the scope, budget, project priority, and/or other components of each proposal before presenting them to the Grants Committee of the OAA Board of Directors for final consideration.

For awarded projects, the OAA and the agency will execute (or amend) a memorandum of understanding (MOU) to memorialize the [terms and conditions](#) of the award, including the project timeframe and objectives. The OAA will initiate the MOU process and, after it is executed, any appropriation and fund transfer processes that follow.

Please feel free to contact me if you have any questions on the RFP requirements and/or process.

Thanks and Regards,

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