



Union County Opioid Abatement Board

Opioid Settlement Funding Policy & Application Packet

Due to the extensive damage and loss of life caused by the opioid crisis that was brought on by the unethical and over-prescribing of opioid medications, the state of Tennessee will be receiving over \$1 billion over 18 years in settlement funds from several large corporations. Union County has been allocated a portion of these funds, which will be received in annual payments. The County has established the Union County Opioid Abatement Board to oversee the spending of these funds to ensure they are used to remediate the opioid crisis and save lives. The Board will invite community organizations to apply for these funds annually.

PART I – BOARD FUNDING POLICY

1. Authority & Purpose

The Union County Opioid Abatement Board (UC OAB) oversees the allocation of opioid settlement funds received by Union County through the Tennessee Opioid Abatement Council. This policy establishes a transparent, competitive, and accountable funding process aligned with [Exhibit E](#) allowable uses and the Tennessee Opioid Abatement Council Remediation List.

2. Funding Principles

- Align directly with approved opioid remediation strategies.
- Demonstrate documented community need.
- Expand access to prevention, treatment, recovery, and overdose prevention services.
- Include measurable outcomes and clear evaluation methods.
- Demonstrate sustainability or transition planning.
- Supplement, rather than supplant, existing funding sources.

Funds may not be used for administrative or indirect costs unless otherwise permitted by law.

3. Eligible & Ineligible Uses

All funded activities must meet the definition of opioid remediation and align with Exhibit E. Infrastructure or capital expenses will be evaluated carefully and must demonstrate direct programmatic impact tied to opioid remediation outcomes. Core strategies include:

- Naloxone or other FDA-approved drugs to reverse opioid overdoses
- Medication-assisted Treatment (MAT) distribution and other opioid-related treatment
- Address the needs of pregnant and postpartum women
- Expanding treatment for Neonatal Abstinence Syndrome (NAS)
- Expansion of warm hand-off programs and recovery services
- Treatment for incarcerated population
- Prevention programs
- Expanding syringe service programs
- Evidence-based data collection and research analyzing the effectiveness of the abatement strategies within the state

4. Evaluation Framework

- Alignment – Clear connection to Exhibit E and remediation strategies.
- Need – Documented local data supporting the request.
- Impact – Defined population served and measurable outcomes.
- Accountability – Clear tracking, reporting, and data collection systems.
- Sustainability – Plan for continuation beyond settlement funding.

5. Review & Approval Process

Applications will undergo eligibility screening, Board discussion, and recorded vote. Funding decisions will be documented in official meeting minutes. Approved applicants must enter into a written agreement outlining performance and reporting requirements.

6. Reporting & Monitoring

Awarded organizations must submit quarterly progress updates and a final annual report. Reports must include measurable outputs, outcomes, number of Union County residents served, and financial reconciliation. All awarded funds must be fully expended within one year of receipt.

EXHIBIT E List of Opioid Remediation Uses: <https://www.attorneygeneral.gov/wp-content/uploads/2021/12/Exhibit-E-Final-Distributor-Settlement-Agreement-8-11-21.pdf>

Remediation List Strategies:

[https://www.tn.gov/content/dam/tn/oac/documents/OAC Remediation List Categories.pdf](https://www.tn.gov/content/dam/tn/oac/documents/OAC_Remediation_List_Categories.pdf)

Required Documents for Application Submission

Proposals must be submitted to the Union County Mayor's Office by emailing Candace Corum, candace.corum@unioncountyttn.gov with the following required documents:

- Application for funding
- Completed budget template
- Current annual operating budget
- State certification, licensure, or accreditation if applicable
- Letters of support from any project partners or collaborators if applicable

A maximum award of \$10,000 may be granted per applicant. All awarded funds must be fully expended within one year of receipt.

The UC OAB meets monthly on the fourth Friday of each month at 9:00 a.m. at 4005 Maynardville Highway, unless otherwise noted in advance. Applications must be received at least two weeks prior to the scheduled meeting for consideration; otherwise, they will be reviewed at the following month's meeting.

PART II – APPLICATION PACKET

Instructions: Complete all sections. Incomplete applications may not be considered

Date: _____

Section 1 – Organizational Information

Organization Name: _____

Organization Type (check one): Nonprofit Government Other

Federal Tax ID: _____

Mailing Address: _____

Annual Operating Budget: _____

Primary Contact Name & Title: _____

Phone: _____ Email: _____

Section 2 – Funding Request

Project Title: _____

Total Amount Requested: \$ _____

Estimated Number of Union County Residents Served: _____

Funding Period Requested: _____

Is this a new or existing project? New Existing

Section 3 – Project Description

1. Identify the Exhibit E remediation strategy addressed:

2. Describe the documented need in Union County (include local data if available):

Section 4 – Budget & Narrative

1. Describe the services or activities to be funded:

2. Target population and geographic area served:

Section 5 – Work Plan & Measurable Outcomes

List measurable objectives and expected outcomes:

Describe how data will be collected and reported:

Section 6 – Budget & Sustainability

Attach detailed budget and narrative justification.

Explain how this funding will supplement (not supplant) other funding sources:

Describe sustainability plan beyond settlement funding:

Required Attachments

- Detailed Budget & Narrative
- Work Plan (if applicable)
- Current Organizational Budget
- Licensure/Accreditation (if applicable)
- Letters of Support (optional)

Requirements if Awarded Funding

Organizations awarded funding are required to:

- Utilize funds within the defined funding period as agreed upon in the contract. If those funds are not used as agreed in the contract the applicant may:
 - ∅ Return any remaining funds to the Union County Opioid Abatement Board at the end of the funding period, OR
 - ∅ Request an extension to use the funds past the funding period, OR
 - ∅ Request an amendment to their current contract to use the remaining funds for additional strategies
- Ensure utilization of funds supplements, rather than supplants, existing funding
- Ensure all funds are used in alignment with remediation uses approved by the TN Opioid Abatement Council as described above
- Ensure funds are not used for administrative or indirect costs
- Provide data on program outputs, outcomes, impact, and effectiveness as determined by the Union County Opioid Abatement Board
- Complete and submit required quarterly and annual reports to the county; candace.corum@unioncountyttn.gov starting once funds have been distributed. The reports must outline the following:
 - ∅ Staff working on the project
 - ∅ Community partners involved with the project
 - ∅ Challenges and barriers experienced within the associated timeframe
 - ∅ Successes experienced within the associated timeframe
 - ∅ Anticipated next steps
 - ∅ Strategies addressed
 - ∅ Number of Union County residents served with settlement funding
 - ∅ All project-specific metrics determined by the Union County Opioid Abatement Board

Applicant Certification

I certify that the information provided is accurate and that requested funds will be used in compliance with all applicable opioid settlement requirements.

Authorized Signature: _____

Printed Name & Title: _____

Date: _____

Board Evaluation Scoring Sheet

- Alignment with Exhibit E (0-5): _____
- Demonstrated Community Need (0-5): _____
- Impact & Measurable Outcomes (0-5): _____
- Accountability & Reporting Plan (0-5): _____
- Sustainability Plan (0-5): _____

Total Score (Out of 25): _____

Recommendation: Approve Deny Revise Defer

Reviewer Comments: _____

Organizational Information	YES	NO
Complete and the organization's purpose relates to substance use and combating the overdose crisis. Demonstrates the organizational capacity to handle the project.		
Funding Information		
Budget Narrative: Provides a thorough breakdown of all proposed expenses, explaining each item's purpose and necessity for the project. Is consistent with the provided budget.		
Sustainability: Demonstrates a strong ability to continue or expand the project or program beyond funding received from the settlement funds.		
Budget Template: Provides reasonable, realistic, and necessary estimates. All costs fall within the approved remediation strategies. Is consistent with the budget narrative.		
Project Information		
Project Details: Provides a detailed explanation of the project including where, who, and a reasonable estimate of how many people will be directly served. Demonstrates the capacity and expertise to effectively carry out the proposed activities.		
Supporting Data: Provides appropriate information to demonstrate the project is based on promising practices or is evidence based and is designed to address an existing community need		
Data Collection: Demonstrates a clear plan to collect and store data for the evaluation and continued improvement of the project or program		
Project Work Plan: Clearly articulates how each activity contributes to achieving the objectives and goal(s). All activities fall within the approved remediation strategies. Outlines clear and reasonable outcomes, measures, and timeframes.		
Application Completeness & Overall Quality		
Complete application with a current annual operating budget, state certification, licensure, or accreditation (if applicable), and letters of support.		
Project aligns with core strategies outlined in Exhibit E and is feasible		