

SAMPLE: Outline for Rural Communities Opioid Response Program – Planning

Project Abstract (*see sample template*)

Project Narrative

INTRODUCTION

NEED

Demographics of the target population(s) of the rural service area (*see sample table*)

OUD among the population(s) of the target rural area (*see sample table*)

Overview of existing OUD programs and services, as well as gaps in services, in target rural service area

Overview of existing OUD workforce as well as gaps in workforce, within the target rural service area

Other relevant data

METHODOLOGY

Methods for fulfilling core activities

Methods for fulfilling additional activities

Methods for disseminating program information

Methods for maintaining consortium commitment

Methods for engaging with the target rural population

WORKPLAN – Attachment 1

RESOLUTION OF CHALLENGES

EVALUATION AND TECHNICAL SUPPORT CAPACITY

Process and outcome indicators

Plan for tracking process and outcome indicators

Plan for disseminating evaluation results

ORGANIZATIONAL INFORMATION

BUDGET

BUDGET NARRATIVE

ATTACHMENTS:

#1 Work Plan (*see sample template*)

#2 Staffing Plan and Job Descriptions for Key Personnel

#3 Resumes or Biographical Sketches for Key Personnel

#4 Letters of Commitment from proposed or existing consortium members

#5 Organizational Chart

#6 List of existing and/or proposed consortium members (*see sample form*)

#7 Memorandum of Understanding or Agreement (*see sample form*)

#8 Map of target rural service area

#9 Letters of support (*see sample of how to save pages*)

#10 Other HRSA awards in past 5 years

#11 Other Relevant Documents