

THIRD AMENDATORY AGREEMENT

This **THIRD AMENDATORY AGREEMENT** is made between the **CITY AND COUNTY OF DENVER**, a municipal corporation of the State of Colorado (the “City”) and **THE NALOXONE PROJECT**, a Colorado nonprofit corporation, whose address is 742 Joseph Circle, Golden, Colorado 80403 (the “Consultant”), jointly (“the Parties”).

RECITALS:

A. The Parties entered into an Agreement dated January 5, 2024, an Amendatory Agreement dated August 5, 2024, and a Second Amendatory Agreement dated February 10, 2025 (collectively, the “Agreement”) to perform, and complete all of the services and produce all the deliverables set forth on Exhibit A, Scope of Work and Budget, to the City’s satisfaction.

B. The Parties wish to amend the Agreement to update scope of work and budget exhibit.

NOW THEREFORE, in consideration of the premises and the Parties’ mutual covenants and obligations, the Parties agree as follows:

1. **Exhibit A, Exhibit A-01 and Exhibit A-2** are hereby deleted in their entirety and replaced with **Exhibit A-3, Scope of Work and Budget**, attached and incorporated by reference herein. All references in the original Agreement to **Exhibit A, Exhibit A-01 and Exhibit A-2** are changed to **Exhibit A-3**.

2. As herein amended, the Agreement is affirmed and ratified in each and every particular.

3. This Third Amendatory Agreement will not be effective or binding on the City until it has been fully executed by all required signatories of the City and County of Denver, and if required by Charter, approved by the City Council.

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[SIGNATURE PAGES FOLLOW.]

Contract Control Number:
Contractor Name:

ENVHL-202579590-03 / ENVHL-202370677-03
THE NALOXONE PROJECT

IN WITNESS WHEREOF, the parties have set their hands and affixed their seals at
Denver, Colorado as of:

SEAL

CITY AND COUNTY OF DENVER:

ATTEST:

By: _____

APPROVED AS TO FORM:

Attorney for the City and County of Denver

By: _____

REGISTERED AND COUNTERSIGNED:

By: _____

By: _____

Contract Control Number:
Contractor Name:

ENVHL-202579590-03 / ENVHL-202370677-03
THE NALOXONE PROJECT

By: _____

DocuSigned by:



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Don Stader

Name: _____
(please print)

Executive Director

Title: _____
(please print)

ATTEST: [if required]

By: _____

Name: _____
(please print)

Title: _____
(please print)

EXHIBIT A-3 SOW & BUDGET

I. Purpose of Agreement

The purpose of this contract is to establish an agreement and Scope of Services between the Denver Department of Public Health and Environment (the “Program”) and The Naloxone Project (the “Provider”).

The Provider shall provide the identified services for the City under the support and guidance of the Denver Department of Public Health and Environment using best practices and other methods for fostering a sense of collaboration and communication.

II. Program Services and Descriptions

The Provider will be granted funds to provide the following services in the city and county of Denver: The Provider is piloting the First Responder Naloxone Distribution and Harm Reduction Pilot Program in Denver. The Pilot will be one of two in the Provider’s development of the new Colorado Prehospital Addiction Care Consortium (CPACC), an association of first responder and addiction care organizations working to improve substance use disorder management and reduce overdoses. In partnership with Denver Health and the Department of Public Safety, the Provider will develop and deliver training to over 3,000 emergency medical service, police, and prehospital personnel to assess for overdose risk and distribute over 5,000 doses of naloxone in leave behind kits.

The following partners will be subcontracted:

- N/A

III. Evaluation Plan

The Provider will be evaluated on their fulfillment of the objectives listed below. The Program will provide technical assistance to the Provider to finalize a formal evaluation plan within the first quarter of the project period.

IV. Workplan

EXHIBIT A-3 SOW & BUDGET**PROJECT PERIOD:****1/1/2024 - 12/31/2024**

	ACTIVITY/MILESTONE DESCRIPTION	TIMELINE FOR COMPLETION	MEASURABLE OUTCOMES/DELIVERABLES
OBJECTIVE 1			
Develop and deliver training in assessment for opioid overdose risk and stigma so that first responders will have the ability to leave naloxone kits with individuals at risk for overdose			
ACTIVITY/MILESTONE 1	Develop Naloxone Leave-Behind	Q1	Completed training video, pre and post
ACTIVITY/MILESTONE 2	Develop Anti-Stigma Training	Q1	Completed training video, pre and post
ACTIVITY/MILESTONE 3	Train All Eligible Denver Fire, Denver	Q2	Completion % of trainings by eligible
ACTIVITY/MILESTONE 4	Create Efficacy Survey for two training	Q3	Creation and vetting (through our program
ACTIVITY/MILESTONE 5	Survey Denver Fire, Denver Police, and	Q4	Completion of efficacy survey by set upon %
OBJECTIVE 2			
Increase awareness of the safety, efficacy, and need for naloxone distribution to remove barriers for individuals at risk for opioid overdose and reduce the stigma toward persons with SUD, and aid patients with opioid use disorder (OUD) and SUD to seek treatment through targeted first responder-based referrals.			
ACTIVITY/MILESTONE 1	Creation of a community resource list	Q1	English list created
ACTIVITY/MILESTONE 2	Creation of TNP app for use by	Q2	App launched on Apple and Google app
ACTIVITY/MILESTONE 3	Distribution of initial Naloxone kits	On-going	5,000 kits distributed between Denver Health
ACTIVITY/MILESTONE 4	6-month distribution report created	Q4	6-month distribution report created and
OBJECTIVE 3			
Collaborate with partners to develop seamless information sharing practices and improve data collection and evaluation strategies to identify service gaps in distribution and availability, and to increase efficiency.			
ACTIVITY/MILESTONE 1	Create and execute data use	Q1	Have fully signed DUAs with Denver Health
ACTIVITY/MILESTONE 2	Begin data collection for training	Q1	Have the pre / post surveys for the two
ACTIVITY/MILESTONE 3	Create internal and external data	Q1	Have a live data dashboard for leave-behind
ACTIVITY/MILESTONE 4	Begin data collection for leave-behind	Q2	Have QR codes linked to data form printed
ACTIVITY/MILESTONE 5	Create and send monthly data reports	On-going	By end of Q1 have the template form
ACTIVITY/MILESTONE 6	Monitor data collection processes and	Q4	Have feedback regarding data collection
OBJECTIVE 4			
Work closely with Denver CPACC partners to increase the efficiency of naloxone distribution, targeting missed opportunities and continuous quality improvement based on our collected data.			
ACTIVITY/MILESTONE 1	Recruit and create the CPACC	Q1	Recruit representatives from all participating
ACTIVITY/MILESTONE 2	Hold first leadership council meeting	Q2	Hold first quarter leadership council meeting
ACTIVITY/MILESTONE 3	Hold second leadership council	Q2	Hold second quarter leadership council
ACTIVITY/MILESTONE 4	Hold third leadership council meeting	Q3	Hold third quarter leadership council
ACTIVITY/MILESTONE 5	Hold first year wrap up leadership	Q4	Hold fourth quarter leadership council
ACTIVITY/MILESTONE 6	Review and develop quality	Q4	Develop quality improvement plans for year 2
OBJECTIVE 5			
Improve cultural competencies in care delivery and develop new resources and tools to communicate overdose prevention education in Spanish and additional languages.			
ACTIVITY/MILESTONE 1	Contract with medical translation	Q1	English / Spanish quick start guides and
ACTIVITY/MILESTONE 2	Contract with medical translation	Q2	Quick start guides and Denver specific
ACTIVITY/MILESTONE 3	Monitor availability of naloxone kit	On-going	Track number of requests for non english /

EXHIBIT A-3 SOW & BUDGET

PROJECT PERIOD: 1/1/2025 - 12/31/2025

	ACTIVITY/MILESTONE DESCRIPTION	TIMELINE FOR	MEASURABLE OUTCOMES/DELIVERABLES
OBJECTIVE 1			
Develop and deliver training in assessment for opioid overdose risk and stigma reduction, so that first responders reliably identify and distribute naloxone kits and information to individuals at risk for overdose			
ACTIVITY/MILESTONE 1	Develop re-engagment training in collaboration with DFD, DPD, DHPD, and STAR	2025 Q1	Completed training video, pre and post survey
ACTIVITY/MILESTONE 2	Train All Eligable Denver Fire, Denver Police, and Denver Health Paramedics	2025 Q2	Completion % of trainings by eligible members of the three agencies.
ACTIVITY/MILESTONE 3	Train New Hires in both Naloxone Leave-Behind and Anti-Stigma (Year 1 Trainings)	2025 Q1	Completion % of trainings by eligible members of the three agencies.
ACTIVITY/MILESTONE 4	Perform a gap analysis, to highlight opportunities for further education, intervention and improvement.	2025 Q2	Year 1 Gap Analysis & Strategic Plan Published Report
ACTIVITY/MILESTONE 5	Update training videos (If needed) and create Year 1 program video, addressing program successes and opportunities for improvement	2025 Q3	Creation of Year 1 Program Highlight Video
ACTIVITY/MILESTONE 6	Recieve feedback and measure effectiveness on all current training moduels.	2025 Q4	Creation of report detailing training effectiveness
ACTIVITY/MILESTONE 7	Collaborate with partner agencies to revise CO scope of practice for paramedics to be able to initiate buprenorphine	2025 Q1	Revised CO Scope of Practice
ACTIVITY/MILESTONE 8	Create new buprenorphine protocols, trainings, and linkage to care	2025 Q2	Create new trainings, protocols, and linkages
ACTIVITY/MILESTONE 9	Launch buprenorphine pilot with STAR and other interested partners	2025 Q3	Initiation pilot goes live
ACTIVITY/MILESTONE 10			
OBJECTIVE 2			
Increase awareness of the safety, efficacy, and need for naloxone distribution to remove barriers for individuals at risk for opioid overdose and reduce the stigma toward persons with SUD, and aid patients with opioid use disorder (OUD) and SUD to seek treatment through targeted first responder-based referrals.			
ACTIVITY/MILESTONE 1	Distribution of Naloxone kits	2025 Q2	5,000 kits (As needed) distributed between Denver Health Paramedics, Denver Fire, Denver Police, and Denver STAR
ACTIVITY/MILESTONE 2	1-year distribution report created for internal evaluation purposes	2025 Q3	1-Year distribution report created and given to our partners
ACTIVITY/MILESTONE 3	Distribution of Naloxone kits	2025 Q4	5,000 additional kits (As needed) distributed between Denver Health Paramedics, Denver Fire, Denver Police, and
ACTIVITY/MILESTONE 4	Review and re-vetting of reccomended county resources	On-going	Review and updated resource lists in Naloxone Kits
ACTIVITY/MILESTONE 5	Exploration of potential improved linkage to care oportunties	2025 Q3	Review oportunties to provide warm handoffs or improved linkage to treatment or peer programs.
ACTIVITY/MILESTONE 6	Exploration of new Denver based partners and venues for Naloxone distribution based on data collected from current partner agencies	On-going	Identification and onboarding of new partners
OBJECTIVE 3			
Collaborate with partners to develop seamless information sharing practices and improve data collection and evaluation strategies to identify service gaps in distribution and availability, and to increase efficiency.			
ACTIVITY/MILESTONE 1	Monitor data collection processes and submit recommendations as part of Annual Evaluation Report	2025 Q1	Data Process recommendations submitted from Data Team and Partner Agencies
ACTIVITY/MILESTONE 2	Ongoing monitoring of data collection processes; submit as part of 18-month Evaluation Report	2025 Q3	Data Process recommendations submitted from Data Team and Partner Agencies
ACTIVITY/MILESTONE 3	Create and send bi-monthly data reports to partnering agencies	On-going	Continuation of bi-monthly data reports to agencies.
OBJECTIVE 4			
Work closely with Denver CPACC partners to increase the efficiency of naloxone distribution, targeting missed opportunities and continuous quality improvement based on our collected data.			
ACTIVITY/MILESTONE 1	Hold first quarter leadership council meeting	2025 Q1	Hold first quarter leadership council meeting
ACTIVITY/MILESTONE 2	Hold second quarter leadership council meeting	2025 Q2	Hold second quarter leadership council meeting
ACTIVITY/MILESTONE 3	Hold third quarter leadership council meeting	2025 Q3	Hold third quarter leadership council meeting
ACTIVITY/MILESTONE 4	Hold second year wrap up leadership council meeting	2025 Q4	Hold fourth quarter leadership council meeting
ACTIVITY/MILESTONE 5	Review and develop quality improvement plans from 18-month Evaluation Report	2025 Q4	Develop quality improvment plans for year 3 based on reccomendations the council makes from the 18-month
OBJECTIVE 5			
Improve cultural competencies in care delivery and develop new resources and tools to communicate overdose prevention education in Spanish and additional languages.			
ACTIVITY/MILESTONE 1	Monitor availability of naloxone kits by language, and distribute as necessary	On-going	If hard copies of kits in languages other than English / Spanish are needed, print and distribute kits to partner
ACTIVITY/MILESTONE 2	Assess and create new language kits if needed	On-going	If a need is demonstrated for kits in other languages, create and distribute new language kits to partner agencies

EXHIBIT A-3 SOW & BUDGET

PROJECT PERIOD: 1/1/2026 - 12/31/2026

	ACTIVITY/MILESTONE DESCRIPTION	TIMELINE FOR	MEASURABLE OUTCOMES/DELIVERABLES
OBJECTIVE 1			
Develop and deliver training in assessment for opioid overdose risk and stigma so that first responders will have the ability to leave naloxone kits with individuals at risk for overdose			
ACTIVITY/MILESTONE 1	Develop re-engagement training in collaboration with DFD, DPD, DHPD, and STAR	2026 Q1	Completed training video, pre and post survey
ACTIVITY/MILESTONE 2	Train All Eligible Denver Fire, Denver Police, and Denver Health Paramedics	2026 Q2	Completion % of trainings by eligible members of the three agencies.
ACTIVITY/MILESTONE 3	Train New Hires in both Naloxone Leave-Behind and Anti-Stigma (Year 1 Trainings)	On-going	Completion % of trainings by eligible members of the three agencies.
ACTIVITY/MILESTONE 4	Continue to refine and expand buprenorphine program within the county	On-going	
OBJECTIVE 2			
Increase awareness of the safety, efficacy, and need for naloxone distribution to remove barriers for individuals at risk for opioid overdose and reduce the stigma toward persons with SUD, and aid patients with opioid use disorder (OUD) and SUD to seek treatment through targeted first responder-based referrals.			
ACTIVITY/MILESTONE 1	Distribution of Naloxone kits	2026 Q2	5,000 additional kits (as needed) distributed between Denver Health Paramedics, Denver Fire, Denver Police, and Denver STAR
ACTIVITY/MILESTONE 2	2-year distribution report created for internal evaluation purposes	2026 Q2	2-Year distribution report created and given to our partners
ACTIVITY/MILESTONE 3	Distribution of Naloxone kits	2026 Q4	5,000 additional kits (as needed) distributed between Denver Health Paramedics, Denver Fire, Denver Police, and Denver STAR
ACTIVITY/MILESTONE 4	Review and re-vetting of recommended county resources	On-going	Review and updated resource lists in Naloxone Kits
OBJECTIVE 3			
Collaborate with partners to develop seamless information sharing practices and improve data collection and evaluation strategies to identify service gaps in distribution and availability, and to increase efficiency.			
ACTIVITY/MILESTONE 1	Monitor data collection processes and submit recommendations as part of 2nd Annual Evaluation Report	2026 Q1	Data Process recommendations submitted from Data Team and Partner Agencies
ACTIVITY/MILESTONE 2	Ongoing monitoring of data collection processes; submit as part of 36-month Evaluation Report	2026 Q3	Data Process recommendations submitted from Data Team and Partner Agencies
ACTIVITY/MILESTONE 3	Create and send monthly data reports to partnering agencies	On-going	Continuation of monthly data reports to agencies.
ACTIVITY/MILESTONE 4	Using 3 years of distribution data, place and maintain Naloxone vending machines in high use areas	2026 Q2	10 Naloxone Vending Machines
OBJECTIVE 4			
Work closely with Denver CPACC partners to increase the efficiency of naloxone distribution, targeting missed opportunities and continuous quality improvement based on our collected data.			
ACTIVITY/MILESTONE 1	Hold first quarter leadership council meeting	2026 Q1	Hold first quarter leadership council meeting
ACTIVITY/MILESTONE 2	Hold second quarter leadership council meeting	2026 Q2	Hold second quarter leadership council meeting
ACTIVITY/MILESTONE 3	Hold third quarter leadership council meeting	2026 Q3	Hold third quarter leadership council meeting
ACTIVITY/MILESTONE 4	Hold second year wrap up leadership council meeting	2026 Q4	Hold fourth quarter leadership council meeting
ACTIVITY/MILESTONE 5	Review and develop quality improvement plans from 36-month Evaluation Report	2026 Q4	Develop quality improvement plans for on-going program based on recommendations the council makes from the 36-month report

EXHIBIT A-3 SOW & BUDGET

OBJECTIVE 5			
Improve cultural competencies in care delivery and develop new resources and tools to communicate overdose prevention education in Spanish and additional languages.			
ACTIVITY/MILESTONE 1	Monitor availability of naloxone kits by language, and distribute as necessary	On-going	If hard copies of kits in languages other than English / Spanish are needed, print and distribute kits to partner agencies
ACTIVITY/MILESTONE 2	Assess and create new language kits if needed	On-going	If a need is demonstrated for kits in other languages, create and distribute new language kits to partner agencies

V. Performance Management and Reporting

The Provider is required to report on activities, program outputs, and outcomes as outlined in this section and work in partnership with the Program staff for shared learning to aid Denver's ongoing opioid abatement efforts. Monitoring will be performed by Denver Department of Public Health and Environment (DDPHE) staff and/or designee. The Provider should expect to share all data and evaluation products with DDPHE.

Performance management and reporting may include:

1. **Program Monitoring/Evaluation-Related Activities:** Review and analysis of current program information to determine the extent to which the Provider is achieving agreed upon goals. This may include the review and analysis of evaluation dashboards, primary provider data, provider aggregate reports, client and partner feedback, the Provider's evaluation plan referenced in Section III, reporting forms, and annual reports. As needed, the Program may attend evaluation site visits or check-ins to understand progress towards agreed-upon goals in this agreement.
2. **Fiscal Monitoring:** Review financial systems and billings to ensure that contract funds are allocated and expended in accordance with the terms of the agreement.
3. **Administrative Monitoring:** Monitoring to ensure that the requirements of the contract document, Federal, State and City and County regulations, and DDPHE policies are being met.

The table below summarizes required reporting activities and due dates. The Program may require additional measures to be reported or change the frequency of reporting throughout the period of performance given the evolving nature of the drug overdose epidemic.

Activity	Description	Due Date	Submit to
Report 1	Performance Measure and Data Monitoring: gather and report data, including 1) monthly reports on the number of naloxone kits that are distributed; 2) questionnaires used during	Monthly	OAF Program

EXHIBIT A-3 SOW & BUDGET

	naloxone distribution (without transportation question); 3) monthly census-level geolocation of naloxone distribution data		
Evaluation Plan	The Provider will submit a plan outlining how they will measure fulfillment of objectives within the first quarter of the project period	End of Q1	OAF Program
Report 2	Evaluation Monitoring	Quarterly	OAF Program
Report 3	Final Report	Annually	OAF Program
Annual Site Visit	Onsite evaluation of project outcomes and fiscal monitoring	Annually	OAF Program
Other reports and data sharing as requested	To be determined (TBD)	TBD	TBD
Program Meetings	Attendance and participation at regularly scheduled community of practice meetings, grantee check-ins, office hours, and collaborative partner meetings	Monthly	N/A

VI. Budget

The budget for this agreement is outlined below.

Term	1/1/2025 - 12/31/2025				
Budget Categories					
Supplies					
		Does this budget item support the Scope of Work?	Quantity	Per Item Cost	
Item	Description of Item				Total Amount Requested from OAF Grant
Naloxone	Naloxone (IN Narcan)	Y	2,292	24.00	\$55,003.06
Harm Reduction Materials / Patient facing education / Naloxone Kit Materials	May contain, naloxone kit bags, stickers, printed bilingual resource guides, printed bilingual quickstart guides	Y	1	5,000	\$5,000.00
Paramedic / Fire / LEO Education and Branding Materials	Creation of year 2 presentations, advertising, education materials for training 3,000+ first responders	Y	1	3,000	\$3,000.00
Meals, conference room rental, printed materials	Quarterly in person EMS / Fire / Police / TNP Education and quality meeting. Funds will pay for space, meals for attendees, for all involved entities.	Y	4	800	\$3,200.00
Naloxone Vending Machines	Cost to purchase, and apply branded decals for vending machines	Y	5	1000	\$5,000.00
Total Food and Supplies					\$71,203.06
Program Operating Expenses					
		Does this budget item support the Scope of Work?	Quantity	Per Item Cost	
Item	Description of Item				Total Amount Requested from OAFGrant
Shipping	agencies.	Y	250	1	\$250.00
Travel	Travel to agency sites, meetings, In person trainings	Y	500	1	\$500.00
Office / Programatic Supplies		Y	5285	1	\$5,285.00
Total Operating Expenses					\$6,035.00
Personnel and Administrative Services					

EXHIBIT A-3 SOW & BUDGET

Salary Employees					
Position Title	Description of Work	Does this budget item support the Scope of Work?	Percent of Time	Salary + Fringe Benefits	Total Amount Requested from OAF Grant
Program Director	distribution including EMS agencies, fire and police. Aid in	Y	75%	\$88,196.00	\$66,147.00
Medical Director	be responsible for all oversight and leadership of the project. Dr.	Y	24%	\$121,000.00	\$29,040.00
Hourly Employees					
Position Title	Description of Work	item support	Hours	Hourly Rate	Total Amount Requested from OAF Grant
Graphic Designer Website	naloxoneproject.com for education, to house materials and	Y	20	100	\$2,000.00
Data Manager & Analyst (Merikanos)	(10hrs/month)	Y	98	175	\$17,150.00
Data Scientist and Writer	Production of annual report and year 2 pilot results publication	Y	160	100	\$16,000.00
Productions)	based on year 1 experience.	Y	250	100	\$25,000.00
Office Assistant	i.e. weekly stocking of vending machines, harm reduction kit	Y	672	25	\$16,800.00
Officer	plans community outreach events, social media, organizational	Y	685	50	\$34,250.00
Total Personnel Services					\$206,387.00
Other / Miscellaneous					
Item	Description	item support	Quantity	Per Item Cost	Total Amount Requested from OAF Grant
Denver Health (Paramedic Program)	Continued Education of all EMS staff, ongoing first responder project management, development of policies and procedures for patient identification, education and distribution of naloxone. Development	Y	1	85,000	\$85,000.00
Creation of a Learning Management System	Maintenance of the LMS for Year 1- Year 3 trainings.	Y	1	16,500	\$16,500.00
Naloxone Storage / Office		Y	12	3806.6666	\$45,680.00
Total Other					\$147,180.00
TOTAL DIRECT COSTS (Supplies & Operating, Personnel, Other)					\$430,805.06
Indirect					
Item	Description	Total Amount Requested from OAF Grant			
Indirect rate (if applicable):	Indirect Costs: DDPHE policy places a ten percent (10%) cap on reimbursement for indirect costs, based on the total contract budget. Covers insurance, additional supplies, general administrative, department administration, rent, utilities, operations, maintenance.	\$43,080.51			
TOTAL INDIRECT COSTS					\$43,080.51
TOTAL AMOUNT REQUESTED FROM OAF					\$473,885.57

EXHIBIT A-3 SOW & BUDGET

Term	1/1/2026 - 12/31/2026				
Budget Categories					
Supplies					
Item	Description of Item	Does this budget item support the Scope of Work?	Quantity	Per Item Cost	Total Amount Requested from OAF Grant
Naloxone	Naloxone (IN Narcan)	Y	1,515	33.00	\$50,000.00
Harm Reduction Materials / Patient facing education / Naloxone Kit Materials	May contain, naloxone kit bags, stickers, printed bilingual resource guides, printed bilingual quickstart guides	Y	1	5,000	\$5,000.00
Paramedic / Fire / LEO Education and Branding Materials	Creation of year 3 presentations, advertising, education materials for training 3,000+ first responders	Y	1	3,000	\$3,000.00
Meals, conference room rental, printed materials	Quarterly in person EMS / Fire / Police / TNP Education and quality meeting. Funds will pay for space, meals for attendees, for all involved entities.	Y	4	1,000	\$4,000.00
Naloxone Dispensing Machines	Two "Naloxone Vending Machines" that will be placed in areas of high impact- as determined by the data reports from three years of leave-behind data	Y	10	1,300	\$13,000.00
Total Food and Supplies					\$75,000.00
Program Operating Expenses					
Item	Description of Item	Does this budget item support the Scope of Work?	Quantity	Per Item Cost	Total Amount Requested from OAF Grant
Shipping	Budget to ship naloxone, education materials to EMS, fire and other agencies.	Y	250	1	\$250.00
Travel	Travel to agency sites, meetings, in person trainings	Y	500	1	\$500.00
Office Supplies	Office supplies - including paper, tape, electronic maintenance, etc.	Y	220	1	\$220.00
Total Operating Expenses					\$970.00
Personnel and Administrative Services					
Salary Employees					
Position Title	Description of Work	budget item	Time	Salary + Fringe Benefits	from OAF Grant
Denver Pilot Project/ Prehospital Project Manager	Oversee and aid in expansion to first responder naloxone distribution including EMS agencies, fire and police. Aid in development and delivering of first responder education and training. Coordinate data collection. Provide TA.	Y	100%	\$79,300.00	\$79,300.00
Medical Director	Dr. Stader is an addiction & emergency medicine physician. He will be responsible for all oversight and leadership of the project. Dr. Stader will help recruit hospital systems to the project, oversee implementation of naloxone dispensing, work on continuous process improvement and innovation, be in charge of financial oversight and spending, head CPACC.	Y	24%	\$121,000.00	\$29,040.00
CPACC Program Coordinator	Coordinates with Project Manager on current and future initiatives; i.e. admistrative functions of the program, training support, and data reporting / analysis.	Y	50%	\$60,000.00	\$30,000.00
Hourly Employees					
Position Title	Description of Work	budget item	Hours	Hourly Rate	from OAF Grant
Graphic Designer Website	to house materials and resources.	Y	20	100	\$2,000.00
Data Manager & Analyst (Merikanos)	Data management, Collection from Denver EMS, Fire and Police (10hrs/month)	Y	98	175	\$17,150.00
Data Scientist and Writer	Production of annual report and year 3 pilot results publication	Y	175	100	\$17,500.00
Video Production (Bedrock Productions)	Creation of additional education videos, program marketing video based on year 1 experience.	Y	100	100	\$10,000.00
Program Evaluation (ARI)	Program evaluator for CPACC's programs	Y	100	100	\$10,000.00
Total Personnel Services					\$194,990.00
Other / Miscellaneous					
Item	Description	budget item	Quantity	Per Item Cost	from OAF Grant
Denver Health (Paramedic Program)	of policies and procedures for patient identification, education and distribution of naloxone.	Y	1	75,000	\$75,000.00
Creation of a Learning Management System	Maintainance of the LMS for Year 1- Year 3 trainings.	Y	1	1,500	\$1,500.00
Naloxone Storage / Office		Y	12	1890	\$22,680.00
Total Other					\$99,180.00
TOTAL DIRECT COSTS (Supplies & Operating, Personnel, Other)					\$370,140.00
Indirect					
Item	Description				from OAF Grant
Indirect rate (if applicable):	Indirect Costs: DDPHE policy places a ten percent (10%) cap on reimbursement for indirect costs, based on the total contract budget. Covers insurance, additional supplies, general administrative, department administration, rent, utilities, operations, maintenance.				\$37,014.00
TOTAL INDIRECT COSTS					\$37,014.00
TOTAL AMOUNT REQUESTED FROM OAF					\$407,154.00

Total Contract term: 1/1/2024-12/31/2026

Maximum Contract Amount including any indirect costs: \$1,296,758.00.

Contract amendment will roll over \$77,995.57 of unspent Year 1 funds into the Year 2 budget.

Indirect Cost Limit: The Provider's total indirect costs cannot exceed 10% of the Maximum Grant Amount as listed in the Budget. Indirect costs are defined as the administrative costs that are incurred for common or joint activities that cannot be identified specifically with a particular project or program. Administrative costs can be included in indirect costs and defined as the costs incurred for usual and recognized overhead, including management and oversight of specific programs funded under this contract; and other types of program support such as quality assurance, quality control, and related activities. Direct costs are costs that can be directly charged to the program, and which are incurred in the provision of direct services.

EXHIBIT A-3 SOW & BUDGET

Examples of indirect costs include: Salaries and related fringe benefits for accounting, secretarial, and management staff, including those individuals who produce, review and sign monthly program and fiscal reports; Consultants who perform administrative, non-service delivery functions; General office supplies; Travel costs for administrative and management staff; General office printing and photocopying; General liability insurance; Audit fees, rent, utilities, general office supplies and equipment/technology

VII. Invoice

An invoice template will be provided by the Program.

VIII. Payments

Invoices, spending reports, and backup documentation, if required, shall be completed and emailed to OAFInvoices@denvergov.org on or before the 15th of each month following the month of services rendered 100% of the time.

All non-personnel purchases of \$1,000 or more must have back up documentation submitted with the invoice and report each month to DDPHE. The Provider is required to keep on file all documentation of purchase of items and/or payment less than \$1,000 but does not need to submit those back up documents with invoice and report unless the Program specifically requests it.

The Provider shall use the DDPHE invoice template in Section VII unless the Program gives approval for the Provider to use their own template. In the event of extenuating circumstances, invoices can be processed with immediate payment terms.

IX. General Requirements

This award is funded through DDPHE's Opioid Abatement Funds (OAF) Program. The City and County of Denver, along with other local governments throughout Colorado and the United States, filed a lawsuit against opioid manufacturers, distributors and pharmacies seeking to hold them responsible for their contributions to the opioid epidemic. Those lawsuits resulted in certain litigation settlements and the availability of funds to address and abate the impacts of opioid misuse. DDPHE created the OAF Program to support the Denver Opioid Abatement Council (DOAC) in overseeing the equitable and effective disbursement of settlement funds throughout the city and county of Denver. The DOAC and other regional opioid abatement councils in Colorado are working in partnership with the Colorado Office of the Attorney General to ensure settlement funds are utilized in accordance with the terms of the [Colorado Opioids Settlement Memorandum of Understanding \(MOU\)](#). Awardees must also comply with the terms of the MOU.

EXHIBIT A-3 SOW & BUDGET

Contract amendments to include additional years of service will be dependent on funds received, program strategy and goals, and approval by the DOAC. The Program may require the Provider to submit updated budgets and scopes of work to be considered for continued funding.

The Provider shall follow the OAF Program Communication Guidelines, including displaying signage and/or online banners noting that the program receives funding from DDPHE and the OAF Program. The OAF Program will provide electronic files (e.g., logos) and guidelines for printing and/or displaying on websites, social media accounts, and other materials.

X. Other

Additional document and activity requirements that may be requested for this contract:

- Organizational Chart, Financial Reports, etc.
- Updated Certificate of Insurance
- Presenting progress and outcomes to the Denver Opioid Abatement Council
- Collaborating with the OAF Program on data analysis and needs assessments
- Reports and information for Program Evaluation, as required
- The Provider shall submit updated documents which are directly related to the delivery of services