



## Grants to Address the Need for Drug and Alcohol Recovery Services in North Kitsap

### NORTH KITSAP RECOVERY CENTER GRANT APPLICATION

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The City of Poulsbo, with the support of the Olympic Community of Health and multiple community partners, operates a Recovery Resource Center (“Center”) in Poulsbo to provide low cost and no cost services to individuals in the North Kitsap area seeking drug and alcohol recovery services. The Center serves as a hub for agencies and non-profits offering resource navigation, treatment, and peer support services. Up to \$70,000 grant funding is available to providers willing to offer services at the Center to address and reduce the stigma of community members with a substance use disorder through education, engagement, and policy and systems change.

The City may award less funds at its discretion. There is no deadline for applications but all services must be provided by December 31, 2024.

#### **Use of Funds**

Grants will be used to provide services to individuals seeking drug and alcohol recovery services at the Center during public “drop in” days (currently Monday and Thursday). Grant funds can be used to cover staffing, administration and operations-related costs; the purpose of this funding is to enable providers to offer services at low cost or no cost. A portion of grant funds may also be used, up to \$5,000 per year, to cover the costs of bridge medication related to medication assisted treatment.

Agencies with billing capacity are encouraged to bill insurance for services that are provided after initial appointments. Grant funds should be leveraged to increase the services provided at the Center.

Grant recipients will be required to execute an agreement, which will include a requirement to comply with civil rights and anti-discrimination laws and the rules of the Center.

## **Grant Award Amounts and Reimbursements**

Grants will be awarded for amounts up to \$20,000. Payment will be made on a monthly basis according to the terms of the award to compensate for services provided. Grant selection will be made by the City of Poulsbo's Housing, Health and Human Services Director in consultation with the Center Director.

## **Eligibility Requirements**

Agencies and providers who serve individuals struggling with drug and alcohol addiction, along with co-occurring conditions, and who meet eligibility criteria are encouraged to apply. If the applicant is providing treatment services, the following criteria must be met:

- Agencies providing substance use disorder and mental health treatment services must be certified by the State of Washington.
- Agency representatives providing substance use disorder and mental health treatment services must be licensed according to the level of service they are providing at the Center.
- Agencies shall provide the following minimum insurance coverages:
  - Worker's compensation and employer's liability insurance as required by the State of Washington;
  - General public liability and property damage insurance in an amount not less than a combined single limit of one million dollars (\$1,000,000) for bodily injury, including death, and property damage per occurrence; and
  - Professional liability insurance, if commercially available in Agency's field of expertise, in the amount of one million dollars (\$1,000,000) or more against claims arising out of work at the Center.

## **Grant Requirements**

Grant recipients will be expected to maintain regular hours at the Center (weekly or bi-monthly) and offer services at the Center to address and reduce the stigma of community members with a substance use disorder through education, engagement, and connection to other programs. Additionally, grant recipients will need to report non-identifiable information about individuals assisted to the City of Poulsbo on a weekly basis.

## **Application Process, Period of Performance and Deadlines**

Interested applicants should send an email to the City's Housing, Health, and Human Services Director ([kimberlyh@cityofpoulsbo.com](mailto:kimberlyh@cityofpoulsbo.com)) that includes:

- A description of services that will be provided at the Center
- A description of time agency representatives will spend at the Center (example: every Thursday from 9:30am to 4:30pm from November 1, 2023 to December 31, 2024).
- Hourly cost of the service(s) provided and total grant amount requested

Grants will be awarded for services provided through December 31, 2024.

There is no deadline for applications but all services must be provided by December 31, 2024.

The City may award less than \$70,000 of its available funds at its discretion.

Grant awards may be increased, after initial approval, if services increase and/or additional funding is available.