

INSTITUTE FOR INTERGOVERNMENTAL RESEARCH (IIR) ON BEHALF OF THE BUREAU
OF JUSTICE ASSISTANCE (BJA)

Comprehensive Secure and Responsible Drug Disposal Program

November 10, 2020

IIR
Institute for Intergovernmental Research

Comprehensive Secure and Responsible Drug Disposal Program

Welcome From BJA

Comprehensive Secure and Responsible Drug Disposal Program

- The Comprehensive Secure and Responsible Drug Disposal Program is designed to support state, local, and tribal governments in purchasing drug take-back and disposal equipment, enabling law enforcement agencies, first responders, and/or citizens to destroy and/or return unused medicine. This program complements existing federal take-back efforts, such as National Take Back Day, and expands this important component in a community's fight against substance abuse into a year-round opportunity.
 - Up to six grantees will be selected for an award of up to \$100,000 each for an 8-month project period (February 1, 2021 – September 30, 2021)
- This funding announcement was released through the Institute for Intergovernmental Research (IIR), a BJA training and technical assistance provider
- The solicitation can be found here: https://www.cossapresources.org/Content/Documents/Funding/Drug_Disposal_Grant_Solicitation.pdf
- Applications are due on Wednesday, November 25, 2020, at 5:00 p.m., ET

Comprehensive Secure and Responsible Drug Disposal Program

Eligibility: Only units of government—state agencies and departments, units of local government, and federally recognized Indian tribal entities, as determined by the U.S. Secretary of the Interior—may apply as lead agencies. These units of government may and should, in turn, coordinate with their respective communities'/jurisdictions' multidisciplinary teams (this can include nonprofit agencies and community coalitions) to maximize awareness about and use of the new equipment and expanded take-back opportunities.

Required Activities

- 1. Applicants must detail a plan to subaward funding (in collaboration with IIR) for the purchase of equipment necessary to implement take-back and disposal mechanisms to allow law enforcement, first responders, and citizens to safely return and/or destroy unused medicine. Funding for this program will be used entirely for the purchase and/or rental of equipment.**

Required Activities

- Equipment can include, but is not limited to:
 - Recent innovations such as at-home disposal pouches
 - Equipment to support community collection events conducted in accordance with DEA guidelines
 - Permanent drop boxes stationed in law enforcement agencies and other locations as allowed by all governing guidelines
 - Equipment to support drug mail-back programs

Required Activities

2. **Develop a law enforcement- or first responder-involved project structure that ensures coordination with DEA and FDA drug takeback initiatives and oversight of the purchase of safe storage/disposal equipment.**

Resources:

- https://www.deaiverison.usdoj.gov/drug_disposal/takeback/
- <https://www.fda.gov/drugs/ensuring-safe-use-medicine/safe-disposal-medicines>
- <https://apps2.deaiverison.usdoj.gov/pubdispsearch/spring/main?execution=e1s1>

Required Activities

- Applicants are expected to designate a state/local/tribal law enforcement agency authorized to oversee the safe storage and disposal of prescription medications to serve as the lead partner in the project structure
- Designated law enforcement lead partners will be expected to accept controlled substances in the project's takeback activities as well as prescription medications
- Drug take-back and mail-back initiatives will align with existing federal drug takeback initiatives such as National Prescription Drug Take Back Day and other DEA- and FDA-led activities

Required Activities

- 3. Secure active involvement and collaboration of state/local/tribal public safety and criminal justice agencies and public health and behavioral health providers, as well as other community stakeholders, in the project to ensure that a multidisciplinary team maximizes local capacities and exhibits a commitment to project success.**
 - Applicants will designate a project group comprising members across disciplines tasked with providing strategic oversight, guiding decision making, and implementing drug takeback activities. This group is recommended to meet monthly

Required Activities

Examples of community stakeholders

- Prosecutors' offices
- Pharmacies
- Local hospitals or clinics
- Emergency medical services/first responders
- Mental health or substance use treatment providers
- Social and/or human services providers
- Child welfare/child protective services
- Local school systems
- Courts
- Jails or detention centers
- Probation, parole, community corrections, and reentry agencies
- Local chambers of commerce or other business associations
- Housing authorities
- Community-based organizations
- Faith-based organizations

Required Activities

4. Collect data for performance metrics. These data should include:

- The amount of unused or expired prescription medication gathered during the performance period
- The number of takeback boxes or equipment purchased and/or pouches distributed
- A comparison rate of overdoses (fatal and nonfatal) for two years prior to project implementation and during the project period

Selection Criteria

- Statement of the problem (25 percent of the score)
- Project plan (50 percent of the score)
- Project budget (25 percent of the score)

Project Budget

- The Budget Detail Worksheet is a fillable Microsoft Excel-based document designed to calculate totals. The Budget Detail Worksheet can be accessed at <http://s.iir.com/RMqe2k2G>
- The Budget Detail Worksheet should provide the detailed computation for each budget line item, listing the total cost of each and showing how it was calculated by the applicant. The Budget Detail Worksheet should present a complete itemization of all proposed costs. This document should be submitted with the application

Special Conditions

- The recipient agrees to comply with all federal, state, and local environmental laws and regulations applicable to the development and implementation of the activities to be funded under this award, and understands that funded activities may require the preparation of an environmental assessment as defined by the Council on Environmental Quality's Regulations for implementing the Procedural Provisions of the National Environmental Policy Act
- The recipient agrees not to obligate, expend, or draw down any award funds until the program office has verified that the recipient has submitted all necessary documentation required to comply with the Department of Justice Procedures for Implementing the National Environmental Policy Act and a Grant Adjustment Notice has been issued removing this condition

Submission Requirements

- Project narrative (required)
- Budget detail worksheet (required)
- Letters of support and/or memoranda of understanding/agreement (required)
- Applicant certification (required)
- Accounting system and financial capability questionnaire (required)
- Indirect cost rate agreement (if applicable)

Timeline

- **Review of applications:** November 30, 2020, through December 31, 2020
- **Notification of awards:** January 25, 2021
- **Projects begin:** February 1, 2021

Post-Award Requirements

Bimonthly collaborative calls: The recipient of the funds will be required to have the project coordinator participate in bimonthly calls with BJA policy advisors and the IIR project manager. These calls will last no more than 1.5 hours. Additional staff members may choose to participate

Financial and programmatic reporting: Recipients of funds under this solicitation will be required to submit monthly progress reports; quarterly financial reports; quarterly performance measures; final financial and progress reports; and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements (<https://ojp.gov/funding/Part200UniformRequirements.htm>) or specific award conditions. Future awards and fund draw-downs may be withheld if reports are delinquent

Contact Information

Please email cossap@iir.com with any questions about the solicitation. IIR will coordinate with BJA to ensure that you receive a timely response