

Bureau of Justice Assistance's
Comprehensive Opioid, Stimulant, and Substance Abuse Program (COSSAP)
Overdose Fatality Review Mentor Site Selection

Grant Overview and Application

What Is an Overdose Fatality Review?

Overdose fatality reviews (OFRs) effectively identify system gaps and innovative community-specific overdose prevention and intervention strategies.

In practice, OFRs involve a series of individual death reviews by a multidisciplinary team. This process facilitates a deeper understanding of the missed opportunities for intervention that may have prevented an overdose death. Blending input from public health, public safety, providers, and the community, OFR teams develop program and policy recommendations to improve coordination and collaboration between agencies and community conditions to prevent future overdose deaths.

These recommendations are presented to a governing committee that supports and provides resources for implementation and a framework for accountability for action. Examples of successful recommendations include the integration of peer recovery specialists into new settings, targeted naloxone distribution, and improved coordination of public safety and public health.

A nationally recognized model, OFR is being used by a growing number of communities to strengthen their local responses to the opioid epidemic.

What Is the Purpose of BJA's OFR Mentor Program?

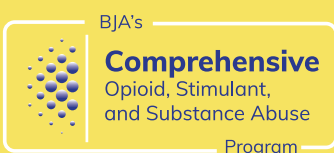
The OFR Mentor Program creates opportunities for those interested in OFR to learn from experienced peers through direct communication and an in-person visit to see first-

hand how it works in practice. The purpose is to elevate best practices in OFR and build bridges between nascent teams and those with demonstrated success. The mentor sites selected through this application process will serve as models for individuals and teams interested in starting a program or for more established programs interested in learning innovative practices.

After the mentor sites are selected, BJA will develop a process for communities to submit an application to visit a mentor program. BJA will support the travel of up to two individuals from approved communities to observe one of the mentor sites.

What Will BJA Require of Mentor Sites?

OFR mentor sites will serve as hosts for communities interested in planning and implementing an OFR. The selected sites will be expected to be available for in-person visits lasting 1–2 days from October 1, 2020, to September 30, 2021. BJA anticipates that each mentor site will be asked to host approximately five peer communities (typically teams of two persons). Visits will include opportunities for observation and peer-to-peer exchanges between the host and visitor communities. The selected mentor sites should be prepared to work with BJA's training and technical assistance provider to schedule visits, create site visit agendas, provide opportunities to observe an OFR in action, and allow peer communities to engage with all program personnel.



What Are the Benefits of Being in the Mentor Program?

Mentor sites are recognized by BJA as exemplary models of overdose fatality reviews. As part of the mentor program, the sites will be provided with training and technical assistance. A small stipend of \$3,000/site will be provided to cover some costs associated with hosting visitors, such as the cost of photocopying and transportation.

How Will Mentor Sites Be Selected?

Interested members of overdose fatality review initiatives must submit applications by April 30, 2020. Applications will be reviewed by BJA staff members and their training and technical assistance providers. Applicants do not need to be current COAP grantees to apply. BJA will conduct phone interviews with finalists and may conduct site visits to finalize selections.

Applicant programs will be evaluated in a variety of areas, including, but not limited to:

- ◀ Current program operations
- ◀ Overall program impact
- ◀ Geographical location
- ◀ Jurisdiction size

BJA anticipates selecting four (4) mentor sites in 2020 that are geographically diverse and span a variety of operational models.

Applicant Process

The timeline for selection is as follows:

Application open: March 31, 2020. Apply online at https://www.cossapresources.org/Content/Documents/Funding/Overdose_Fatality_Review_Mentor_Site.pdf

Applicant Webinar: April 7, 2020, at 2:00 p.m., ET

Registration for the webinar is required. Please register for the webinar at <http://s.iir.com/OFRMentorSiteSelection> and submit questions in advance of the webinar to COSSAP@iir.com no later than April 6, 2020. Emails containing questions should include the name and agency of the submitter, email address, and questions(s). The applicant webinar will provide an overview of the OFR Mentor Site application process and review mentor site implementation expectations.

Applications due: April 30, 2020, at 5:00 p.m., ET

Review of applications and possible site visits: May 4, 2020, through June 24, 2020

Notification of selected mentor sites: No later than July 2, 2020

Contracts executed with selected mentor sites: July 30, 2020

Orientation webinars for new mentor sites: August – September 2020

Begin hosting peer visits: October 1, 2020

Questions

Should you have questions about the application process or issues with submission, please send an email to COSSAP@iir.com.

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Application

Submission Deadline

Applications for the OFR Mentor Program are due by 5:00 p.m., ET, on April 30, 2020. Please complete this application form and save your responses. Then email a copy of the completed form, along with any required documents or attachments, to COSSAP@iir.com. A free download for Adobe Acrobat Reader can be found [here](#).

Questions

Should you have any questions about the application process or issues with submission, please send an email to COSSAP@iir.com, and we will do our best to respond promptly. To access this application online, please visit https://www.cossapresources.org/Content/Documents/Funding/Overdose_Fatality_Review_Mentor_Site.pdf.

Applicant information

Name:

Job title:

Agency:

Address:

Phone:

Email:

Name of applicant site:

Name of applicant program:

Geographical Information

Select the type of the jurisdiction applying and fill in the name.

City

County

State

Tribal reservation

Provide a brief description of your community and the nature of the local opioid overdose epidemic.

OFR Information

Add a brief paragraph describing your OFR scope and structure. (Details will be addressed in questions below.)

What is the lead agency for your OFR?

Local law enforcement

Behavioral health

Public health

Prosecutor's office

Other

Describe your executive committee or governing committee. If there is no formal committee or structure in place, identify the person to whom the OFR team reports recommendations and describe how those recommendations are tracked throughout implementation.

Describe your OFR leadership team or staffing.

Do you include family or social network interviews?

Yes

No

If yes, describe your process.

Year your OFR began

Frequency of OFR meetings

Total number of cases reviewed in 2019

2020 case selection criteria and process:

None—do all drug overdoses

Theme—specify

Specific population or type substance—specify

Random sample

Describe how selection criteria were determined:

What agencies and local partners are members of your OFR team? Check all that apply.

Public health

Local law enforcement

Medical examiner/coroner

Prosecutor

Human services

Substance use disorder treatment

Medication-assisted treatment

Mental health treatment

Pain management

Emergency department

Pharmacy

Sheriff

Community corrections

EMS (emergency medical services)

Drug treatment court

Substance use prevention

Schools

Housing

Harm reduction

Community leaders/tribal elders

OFR Development and Sustainability

Does your state have statute language that supports and/or guides the OFR process and confidentiality?

Yes No

If yes, attach statute language.

Does your program have memoranda of understanding, data and information sharing agreements, or other legal or program documents that can be used as model templates?

Yes No

If yes, provide a copy with your application.

Have you produced any reports or presentations about the outcomes of your OFR?

Yes No

If yes, provide a copy of your latest report or presentation.

Describe partner engagement and your process for ensuring ongoing commitment from team members.

Describe two challenges your OFR experienced and the steps taken to overcome them.

Provide an example of a recommendation that the team moved forward. Describe how the recommendation resulting from your OFR process was identified, implemented, and monitored.

Describe how OFR has contributed to improved coordination of partner agencies.

Data

Describe how your OFR gathers, collects, manages, and accesses data related to cases. Include any software or programs you use or whether you partner with an academic institution on any aspects of the case review data management.

Describe your case review workflow—from obtaining the case list and selecting cases to sharing with team members and conducting the case review.

Mentor Site Activities

What characteristics of your program are you most proud of?

Describe a practice or activity identified in your OFR process that has been effective in addressing unique overdose trends in your community.

What would you most like to share with other communities to help them plan, implement, or enhance their OFRs?

Have you ever hosted visitors to observe your OFR or provided technical assistance to other sites?

Yes

No

If yes, provide a short description.

What activities could peers observe and participate in when they visit? Consider attaching a sample site visit agenda.

Are OFR activities based close to a major airport?

Yes

No

If yes, what is the name of the airport and the estimated travel time from the airport to your location?

Visit the COSSAP Resource Center at www.cossapresources.org.

About BJA

BJA provides leadership and services in grant administration and criminal justice policy development to support local, state, and tribal law enforcement in achieving safer communities. To learn more about BJA, visit www.bja.gov and follow us on Facebook (www.facebook.com/DOJBJA) and Twitter (@DOJBJA). BJA is part of the U.S. Department of Justice's Office of Justice Programs.

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