

Maine Recovery Council Coalitions Working to Strengthen Community Conditions Request for Proposals

Key Information

Total Available Funding	\$1.95 M total; 5-8 awards are anticipated
Funding Period	Up to 3 years from the start of the contract period
Application Due Date	Applications must be submitted by 3:00 PM ET on Tuesday, August 11, 2026
Notification of Decision	Notification of decisions are anticipated by Fall 2026.
Contact Information	Please contact grants@hria.org for assistance with the application portal. For programmatic questions, please contact: mrc@hria.org
Webpage	https://hria.org/grants/maine-recovery-council/
Apply Here (Application Portal)	https://hria.us-1.smartsimple.com/

Background

Beginning in 2022, opioids-related settlement funds will be distributed to Maine each year until at least 2039 [see <https://www.maine.gov/ag/opioids/>]. As these settlement funds are received each year, the Council has been created to direct the disbursement of a portion of the opioid settlement funds throughout Maine for specific opioid abatement-related uses to address the opioid crisis. This funding opportunity aligns with Approved Use #5 “Fund community anti-drug coalitions in drug prevention efforts” as outlined in Exhibit E, Schedule B, Section G “PREVENT MISUSE OF OPIOIDS” of the [Maine State-Subdivision Memorandum of Understanding](#).

Purpose

The Council seeks to support or expand culturally relevant, community-led, and youth-led efforts that improve the community conditions in communities highly impacted by opioid use disorder.

This funding opportunity is for **community-led and youth-led coalitions in Maine** that include collaboration among community-based organizations, prevention partners, and people living in communities impacted by substance use who are working together toward a common goal, with shared decision-making, and coordinated action.

Coalitions should include participants and expertise from multiple sectors such as:

- People who have experienced the impact of substance use
- Public health organizations
- Grassroots and advocacy organizations
- Faith-based organizations
- Nonprofit community-based organizations
- Schools
- Government agencies or departments
- Behavioral health organizations
- Hospital or healthcare organizations
- Community development organizations
- Local and regional foundations
- Businesses

The Council recognizes that coalitions often range in form and process. This funding opportunity supports both formal and informal coalitions, as well as coalitions that are geographically focused or population-focused (among people with a shared identity, affinity, or affiliation).

Many strong prevention programs exist that focus on supporting individuals through education and direct services. However, this funding is to support coalitions that are working to address why and how opioid and substance use disorders (SUD) happen **by strengthening the community conditions that promote and improve health and wellbeing.**

Community conditions can be strengthened in a myriad of ways, including, but not limited to:

- Changes to economic, social, and physical context. For example, stable and safe housing, education and workforce opportunities, and reducing violence are approaches that change the economic, social, and physical context that improve health outcomes and reduce and prevent SUD.
- The passing or changing of laws, policies, ordinances, resolutions, mandates, regulations, or rules through government bodies, park districts, healthcare organizations, worksites, and other community institutions (schools, jails, daycares, etc.).
- Changes to processes, power structures, and relationships within an organization or across organizations.
- Advocacy¹, civic engagement, and power building.

¹ **Advocacy** is a general term for activities that include education aimed at changing public opinion or supporting a cause. **Lobbying** is not an eligible activity. Lobbying is generally defined as any attempt to influence a politician or public official on a specific piece of legislation or regulation.

Grant Types

This request for proposals offers two separate grant types. **Coalitions must choose the type of grant that best suits their situation as only one application per coalition may be submitted.**

The following apply to both grant types:

- Maximum award length: three years
- Maximum request amount per year: \$125K

Grant Type A: Planning Grant

This grant type is for coalitions that are **moving from** focusing on individual prevention and direct service efforts to approaches to address upstream community conditions. Planning Grants will support planning, technical assistance, capacity building, and learning opportunities for shifting focus.

Grant Type B: Implementation Grant

Implementation Grants will support existing coalitions with the **implementation of** activities that address upstream community conditions, including technical assistance, capacity building, coalition infrastructure, staffing, and/or specific programs. These grants may also be used to expand an organization's reach to additional high priority populations.

Eligible Uses of Funds

The Council seeks to fund evidence-based strategies and promising practices that align with the Council's [Prevention Ad Hoc Committee Funding Recommendations, October 2024 Report](#), Strategy 1, **Support or expand culturally relevant, community-led and youth-led efforts that improve the community conditions in communities highly impacted by opioid use disorder (Pages 31-38).**

Examples of activities this funding opportunity aims to support, include, but are not limited to:

- Building and strengthening community coalitions
- Working to change community conditions
- Implementing culturally responsive activities
- Establishing Youth Advisory Boards
- Creation of "third spaces" (in addition to home and school) for youth

Ineligible Uses of Funds:

- Individual patient services related to medical or health care or other treatment
- Provider services related to medical or health care or other treatment
- Educational and media campaigns aimed at changing behavior

Eligible Entities

This funding is only available to community coalitions in Maine. Coalitions must choose one organization to serve as the lead applicant operating within the community to accept the funds on the coalitions' behalf. If you are applying with a fiscal sponsor, they are the lead applicant. An organization may serve as a lead applicant on one proposal and a partner on other proposals.

Lead applicants **must be** one of the following entity types:

- Organizations with 501(c)(3) status
- Local government, governmental organizations
- Hospitals
- Tribal entities that are either state recognized, federally recognized, or have a 501(c)3 status

Ineligible entities:

- Individuals
- For profit entities

Application Review Process & Scoring Criteria

Applications will be evaluated by a set of reviewers from across Maine who bring deep understanding of community conditions that improve community health. Reviewers will utilize a standard scoring rubric with the following criteria:

- **Alignment with Funding Purpose (35%)**
 - The proposed project strengthens community conditions to prevent SUD and promote community health in a community (either geographically based or population-based) that is disproportionately affected by SUD
 - The proposed project seeks to address the unique needs of the community, either geographically or population-based
 - The coalition ensures it honors community heritage and cultural practices of historically marginalized groups as appropriate
- **Community Engagement (25%)**
 - Community members are engaged and offered appropriate support and compensation for engagement
 - Community members and/or youth are engaged in design and decision-making
- **Coalition Strength and Capacity (15%)**
 - The coalition includes diverse members across sectors
 - The roles of the coalition members are clearly defined and aligned with the proposed project
 - The coalition has clear structures for coordination, communication, and shared decision-making

- The coalition/organization has the people, structures, skills, and experience to do this work well (Examples of organizational capacity could include, but are not limited to strong financial management and planning; strong leadership, clear policies, staffing patterns/plans)
- **Feasibility (25%)**
 - The proposed activities will likely lead to the expected outcomes
 - The proposed project timeline is realistic and achievable within the grant period
 - The budget aligns with the proposed activities and reflects reasonable, allowable, and cost-effective use of funds

Reviewers will submit their recommendations to the Council for final approval. The Council will consider the differential needs of Maine’s most rural, underserved, and impacted communities in their final determination.

Reporting Requirements

All reporting requirements and deadlines will be clearly stated in the grant contract between the Council and the grantee. Grantees must remain in compliance with the terms and conditions required by the Council. While the Council may require additional reporting, the information is required to be collected from grantees is described in the two MOUs establishing the Council, and in Maine law (5 M.R.S.A. § 203-C), which may be viewed at <https://www.maine.gov/ag/recoverycouncil/background-documents.shtml>.

Reports may include but are not limited to:

- Detailed account of funding spent on approved uses
- Summary of impact(s), success or challenges of the project funded with opioid settlement dollars

Notice of Public Disclosure

The Council is required to operate with all reasonable transparency and in compliance with Maine’s Freedom of Access Act, 1 M.R.S.A. § 401 et seq (“FOAA”). All documents and information submitted to the Council are subject to FOAA and may be made publicly available. Applicants are advised to not submit information containing sensitive or individually identifying information, or other information the applicant does not want to become publicly available. The Council intends, but is not obligated to, make all applications publicly available after all awards have been publicly announced and posted.

Addendum A: Preview of Application

Part A: Basic Information

- Primary Contact Information of Person Submitting Request
- Organization Information, including:
 - Name of the CEO/President
 - Employer Identification Number (EIN) of Organization to Receive Funds
- Operating Budget for Applicant Organization
- Project Information, including:
 - Amount Requested (Text box, required*)
 - Priority Populations (Select all that apply, required*)
 - Asian, Black, Latino, People of Color
 - Immigrant and/or refugee communities and/or people seeking asylum
 - People for whom English is not their first language
 - People with disabilities
 - LGBTQIA+ communities
 - Economically vulnerable residents
 - Food workers
 - Residents of rural communities
 - People who are unsheltered/unhoused
 - People who were formerly or are currently incarcerated
 - Older adults (aged 65+)
 - Children and youth under 18
 - People with chronic health condition(s)
 - People with mental health needs
 - People with low incomes
 - Veterans
 - Geography served by the coalition and that will benefit from proposal (Select all that apply, required*)
 - Statewide – All Counties
 - Central Maine
 - Franklin County
 - Kennebec County
 - Somerset County
 - Downeast Maine
 - Hancock County
 - Washington County
 - Northern Maine
 - Aroostook County
 - Penobscot County

- Piscataquis County
 - Midcoast Maine
 - Knox County
 - Lincoln County
 - Waldo County
 - Southern Maine
 - Androscoggin County
 - Cumberland County
 - Sagadahoc County
 - York County
 - Western Maine
 - Oxford County
- If you selected Androscoggin, Cumberland, Kennebec, or Penobscot Counties, please indicate whether your proposed project will serve the entire county or a specific city within the county:
 - Androscoggin County
 - Countywide
 - Lewiston only
 - Cumberland County
 - Countywide
 - Portland only
 - Kennebec County
 - Countywide
 - Augusta only
 - Penobscot County
 - Countywide
 - Bangor only
- Affirmation the Project Proposal is in Alignment with the Approved Use #5 outlined in Exhibit E, Schedule B, Section G “PREVENT MISUSE OF OPIOIDS” of the [Maine State-Subdivision Memorandum of Understanding](#). (Checkbox, required*)
- Project Title
- Summary of Proposal
 - State the central focus of your proposed project. Your answer should convey both the project's purpose and its intended long-term impact. You will have space in later questions to provide additional details. Be sure to structure your summary according to the bullet points provided below.
 - [Applicant Name] is requesting [\$X] funding amount over [X years] for a [Planning or Implementation] grant to [describe your projects overarching goal 2-3 sentences].
 - Brief statement of the community conditions you plan to address

- Describe 3-5 key approaches you will employ to shift your work to focus on changing conditions and/or expand your reach.

Part B: Proposal Questions (Responses to be Submitted by Uploading PDF)

Applicants may use a mix of bulleted lists, narrative writing, and visual media. All elements of the application questions must be addressed.

1. Community Context (Approx. 500-word response)

Describe the following:

- The community and any relevant demographics, historical and cultural context, characteristics, strengths, assets and challenges
- Who in the community is most affected by substance use
- The community conditions- physical, economic and social- impacting health and substance use

2. Coalition Description (Approx. 300-word response)

Describe the following:

- The coalition's mission, vision, and history
- List of the coalition members and their roles in the coalition
- The structures for coordination, communication, and decision-making
- Describe the capacity of the coalition and/or organization
 - The people, structures, skills, and experience
 - Financial management and planning

3. Community Engagement (Approx. 200-word response)

Describe how the coalition:

- Engages community members, especially those most impacted, in shaping and guiding the work, including what role they will have in the leadership, design, implementation, and evaluation of the work.
- Offers appropriate support and compensation for engagement to community members and youth participants
- Ensures it honors community heritage and cultural practices of historically marginalized groups as appropriate

4. Activities and Timeline (Approx. 500-word response)

Describe:

- The proposed approaches the coalition will employ to shift its work to focus on changing conditions and/or expand its reach.
- Describe how community strengths, assets, and opportunities will be leveraged in the proposed work.
- A timeline for implementation.

5. Expected Outcomes (Approx. 500-word response)

- What outcomes do you expect to achieve due to funding? What will success look like?

PART C: Required Attachments

1. Budget (Required Template Provided)
 - Submit a budget for the full number of years you are requesting funding.
 - For each line item, please provide a brief description of how the line item connects to the proposed activities.
 - We understand that some costs for future years may be estimates. There will be an opportunity for grantees to revise their budgets, but not the total budget amount. Grantees may make amendments to their budgets as needed.
 - We encourage you to budget for community engagement. When compensating community members (those who are not paid staff by the organization or subcontractors) for their time, we recommend the following:
 - A minimum amount of \$25/hour or at least a living wage in your region. We encourage paying individuals with an extra role, such as meeting facilitators, at a higher rate.
 - Translation, interpreter, childcare, and transportation reimbursement offered to support participation in events.
2. Lead Applicant's Organizational Budget (From most recent fiscal year, including revenue and expenses)
3. Verification of Lead Applicant's 501c3 status, or that of a fiscal agent
4. Form W-9

Addendum B: Award Manager Online Application Instructions

[Access the HRiA Award Manager https://hria.us-1.smartsimple.com/](https://hria.us-1.smartsimple.com/)

Your application will be submitted via the Health Resources in Action (HRiA) Award Manager. Upon access to the Award Manager, you will be able to:

- Submit grant applications for our program portfolio
- Check the status of your application

For **technical assistance questions with the online application system**, please contact: grants@hria.org and use “Maine Recovery Council” in the subject line.

Registration Instructions

Have you applied to grant program through HRiA before?	<p>If you have applied to an HRiA grant program before, then an account has already been created for you in the HRiA Award Manager.</p> <p>Please click the "Forgot Password?" link, set a new password for your HRiA Award Manager account, and then login.</p> <p>NOTE: The password reset email will be sent to the email address associated with HRiA’s old online system. If you no longer have access to that email address, please contact grants@hria.org. Do not create a new account with HRiA Award Manager.</p>
Are you a returning user to the HRiA Award Manager?	<p>If you are a returning user or have already been given a temporary password to the HRiA Award Manager, please log in here: https://hria.us-1.smartsimple.com/</p>
Are you brand new to any of HRiA’s online systems?	<p>Use the “Register” button to look up your organization by 501(c)(3) EIN or Organization name.</p>

Finding the Funding Opportunity

Upon logging in, the applicant may click “My Profile” to update their personal information and demographics.

Click “Funding Opportunities” to see the list of Grant Programs.

Find “Maine Recovery Council” and click “Apply Now”.

Applicants will immediately be asked to save their draft application as a system failsafe. Click “Save Draft” to begin the application.

Please note that there is no auto-saving feature in the system.

Frequently Asked Questions:

How do I access the HRiA Award Manager online system?

<https://hria.us-1.smartsimple.com/>

Does the online application have an auto-save feature?

No. Please save frequently to avoid losing your work.

How will I be notified about the outcome of my application?

Applicants will be notified whether their proposal has been funded via email.

Registration Issues

The 501(c)(3) lookup isn't working.

Please make sure there is no dash within the EIN (e.g., 555555555, not 55-5555555) and try again.

The “Other Organization” lookup is not pre-populating the correct institution or organization.

This is a common issue for state universities and affiliated institutions that share a tax ID. If your organization isn't suggested as an option in the “Other Organization” lookup, please click [here](#) to create it.

I still can't find my organization in the HRiA Award Manager or otherwise can't register. What should I do?

Email grants@hria.org for assistance and use “Maine Recovery Council” in the subject line.

I created an account, returned later, and now can't log in.

Please click the "forgot password" button on the login page to have a password reset email sent to you.

I see an error message during new contact registration that says “A user matching the information you entered already exists. Please contact your system administrator.”

Try returning to the system login page and selecting “forgot password”.

I accidentally registered under the wrong institution or organization or EIN.

Email grants@hria.org to let us know, and in the meantime, feel free to work on the application.

The link to reset my password expired.

Please request another password reset link on the system login page.