



## Empowering BIPOC Communities in the Opioid Response Grant Application Help Guide

**For optimal compatibility, we recommend using a computer or laptop with any newer browser such as: Google Chrome, Mozilla Firefox, Apple Safari, or Microsoft Edge. Internet Explorer is *NOT* compatible with the grant application system.**

Here is the direct link to the Empowering BIPOC Communities in the Opioid Response Grant application:  
<https://parkcommunity.academicworks.com/opportunities/118>

This is what the grant application website looks like:

Sign Up or Sign In

NSPIRE  
A PARK COMMUNITY INITIATIVE

▼ Opportunities

### Empowering BIPOC Communities in the Opioid Response Grant

Nspire – A Park Community Initiative, Inc. has partnered with the Kentucky Opioid Response Effort (KORE) to offer a grant opportunity to raise awareness about overdose prevention, reduce stigma associated with opioid use disorder (OUD) and stimulant use disorder (StimUD), and promote greater access to harm reduction, treatment, and recovery support services for persons with OUD and StimUD, with a primary focus on Black, Indigenous and People of Color (BIPOC) communities. The opioid epidemic has historically primarily focused on White suburban and rural communities. However, rates of opioid and stimulant-related overdose deaths are now higher amongst Black Kentuckians than White Kentuckians. The consequences of substance use disorders are exacerbated by longstanding racial and ethnic disparities in behavioral health care as well as the war on drugs. Thus, this grant opportunity aims to reduce disparities by increasing outreach and engagement within BIPOC communities that are underserved and most at risk.

Grants will support community campaigns and outreach activities that increase community understanding of overdose prevention and response, OUD and StimUD, Medications for Opioid Use Disorder (MOUD), as well as expanding access within communities of color to harm reduction, treatment and recovery support services. This grant opportunity is focused on communities of color and vulnerable populations that are disproportionately impacted by OUD/StimUD and criminalization of SUD, and that often have less access to treatment and information about services and supports. These include but are not limited to Black/African American, Native American, Latinx, and Asian-Pacific Islander communities in Kentucky.

We are seeking applications from organizations that encompass health equity as an organization and will develop and implement culturally responsive and linguistically appropriate outreach and awareness projects. This grant opportunity is intended for organizations and partners who possess cultural humility and responsiveness, and reflect the racial, ethnic and cultural community they intend to serve so that project activities/materials are tailored and utilize stigma-reducing approaches that address systemic and cultural barriers to reducing overdose death.

Partners who may apply for the **Empowering Communities of Color in the Opioid Response** grant opportunity include, but are not limited to, community-based organizations, recovery community organizations, faith-based, behavioral health, and social service providers invested in and reflective of impacted communities of color. Selected organizations will be required to establish and adhere to a clearly outlined approach to increase outreach, awareness, education and/or stigma reduction within communities of color. The focus of the grant is specific to opioid and stimulant use disorders.

- You will be required to ‘sign up’ or ‘sign in’ by entering an email address and a password of your choosing.
- You will be asked to confirm your email before starting the application.



This is what the 'Sign Up' page looks like:

Opportunities

## Welcome!

If you are an Applicant or Scholarship Administrator, please provide an email address and password to sign up for an account. Upon signing up, you will receive a confirmation email to ensure your identity. *Please make sure to check your spam folder for this email.* Once you have confirmed your account, you can begin accessing the system.

*Note: If you are serving as a Reference or Reviewer, you do not need to sign up for an account. Please refer to the invitation email you received or click on [trouble signing in](#).*

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**Email Address**

**Password**

Your password must not contain your user name or common words or phrases, and must contain a minimum of 12 characters and include at least 1 digit, 1 uppercase letter, 1 lowercase letter, and 1 of these special characters: # ? ! @ \$ % ^ & \* -

**Confirm Your Password**

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[Trouble signing in?](#) • [Sign In](#)

**You are required to confirm your email address before starting the application.**

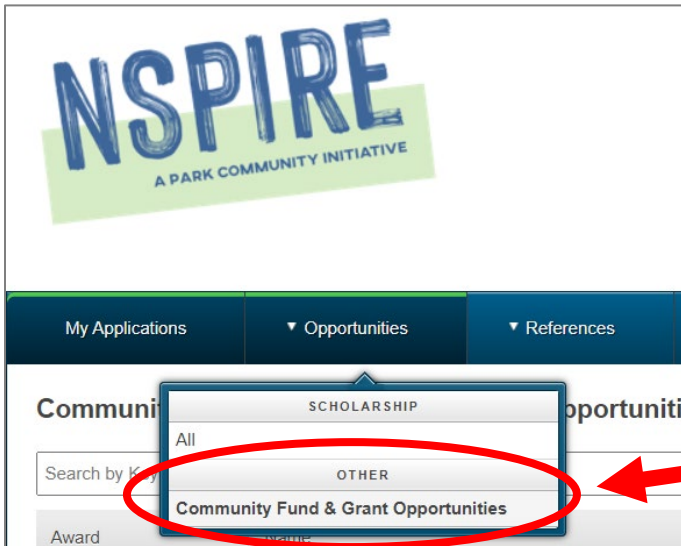
### IMPORTANT NOTES:

- All confirmation emails will come from:  
Nspire - A Park Community Initiative <[nspirechange@parkcommunity.com](mailto:nspirechange@parkcommunity.com)>
- Confirmation emails tend to get stuck in firewalls, spam and junk folders.
- Please search your email inbox, spam and junk folders for an email from [nspirechange@parkcommunity.com](mailto:nspirechange@parkcommunity.com) before reaching out for support.
- Please consider adding [nspirechange@parkcommunity.com](mailto:nspirechange@parkcommunity.com) to your safe senders list or contacts.

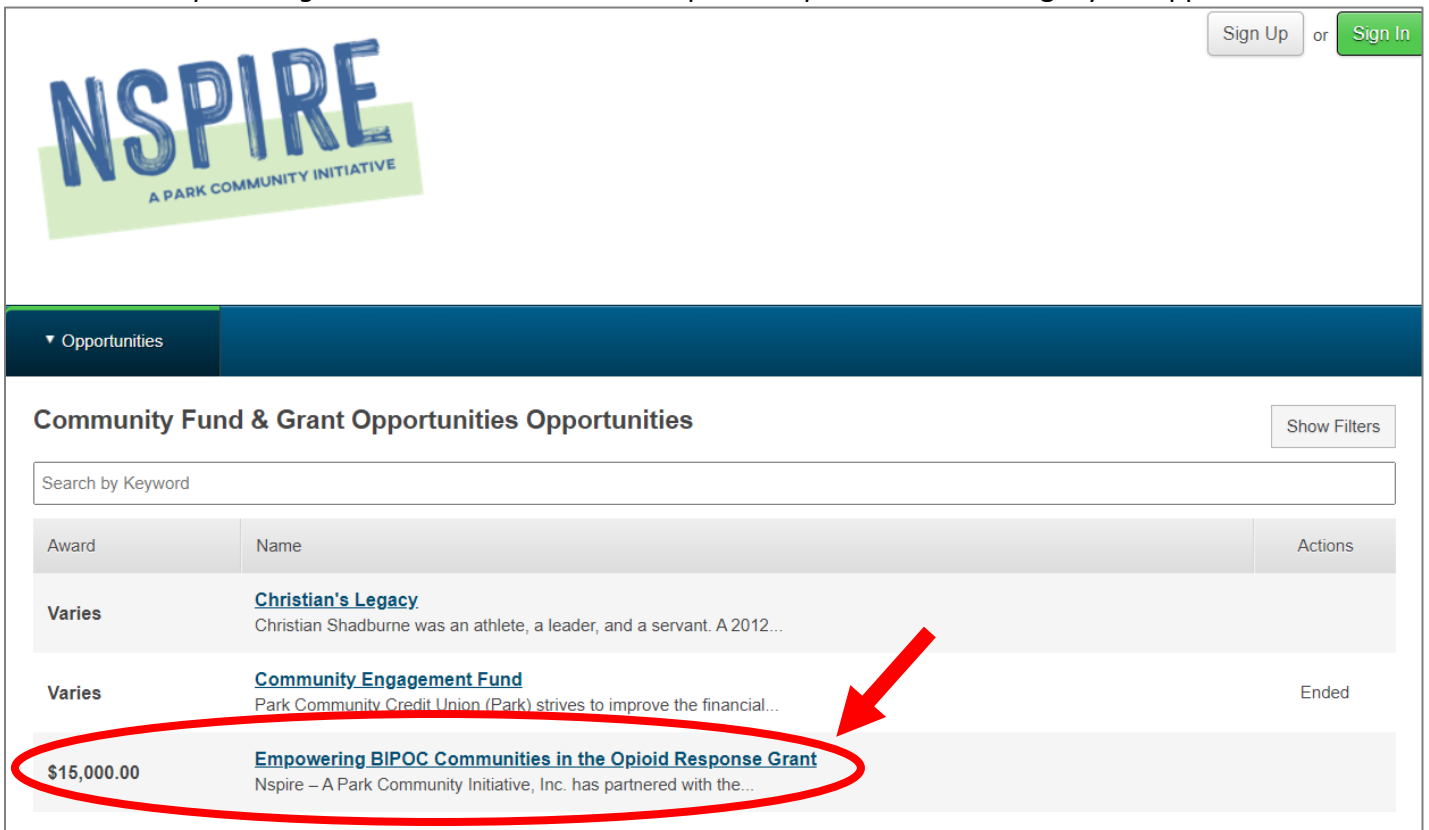
The grant application website also hosts Nspire and Park Community's other philanthropic funding opportunities and applications. **Please ensure you are applying for the Empowering BIPOC Communities in the Opioid Response Grant!** If you apply with the wrong application, we cannot transfer your information to the appropriate application and you will lose out on this opportunity.



If you find yourself not on the Empowering BIPOC Communities in the Opioid Response Grant application, in the blue header select the downward arrow next to *Opportunities*. Select *Community Fund and Grant Opportunities*.



Next select *Empowering BIPOC Communities in the Opioid Response Grant* to begin your application.





Another trick is to log in and then click on the direct link, <https://parkcommunity.academicworks.com/opportunities/118>, to get you to the correct application.

Once you start your application, you can save, exit and then return later to enter more information or submit your application.

While entering your information, **SAVE FREQUENTLY**, or you may lose all your hard work! We suggest saving after each section, at minimum. There is no limit to how many times you can save and continue to work.

**If you have issues or questions about the grant application, please email Andrea Brown, KORE Project leader at [Andrea.Brown@parkcommunity.com](mailto:Andrea.Brown@parkcommunity.com).**

**Questions on the application:**

1. INTENT
  - A. Project abstract/summary of proposal. (The abstract is a summary of the grant proposal and highlights the most important components of the proposed project. It should include the population(s) to be served, strategies/activities, project goals and measurable objectives.) (200 Max Words)
2. APPLICANT INFORMATION
  - A. Business Legal Name
  - B. Employer Identification Number
  - C. Business Street Address
  - D. Business City
  - E. Business State
  - F. Business Zip Code
  - G. Business Website
3. DECISION MAKER
  - A. Decision Maker Name
  - B. Decision Maker Title
  - C. Decision Maker Telephone
  - D. Decision Maker Email
4. PRIMARY CONTACT PERSON FOR THIS APPLICATION (If different from Decision Maker.)
  - A. Primary Contact Name
  - B. Primary Contact Title
  - C. Primary Contact Telephone
  - D. Primary Contact Email
5. ORGANIZATION OVERVIEW (30 Points)
  - A. Provide a brief description of your organization including: (300 Max Words)
    - When was your organization established?
    - What is your mission?
    - Who do you serve and in what geographic region?
    - What type of services do you provide?



- B. How is your organization reflective of the community you intend to serve with these funds? How have you served the BIPOC community? Of the people you serve, what proportion of them are BIPOC? (175 Max Words)
- C. Describe your organization's capacity to reach the population(s) of focus and provide the proposed services. (175 Max Words)
6. POPULATION OF FOCUS AND STATEMENT OF NEED (10 Points)
- A. What impacted community(ies) will your project primarily serve (e.g. Black, Latinx, Asian, women of color, LGBTQ persons of color)? (100 Max Words)
- B. Describe the need for this grant in the proposed geographic service area(s) and population(s) of focus. (150 Max Words)
7. PROPOSED PROJECT ACTIVITIES (50 Points)
- A. Describe the proposed project including, but not limited to, the following; What activities are being proposed? | What methods of community outreach and engagement will be used? | Identify any community partners and how the partnership(s) will be leveraged. | How does the proposed project create an opportunity for long-term engagement within communities of color? | How will the proposed project help to decrease overdose deaths and reduce disparities in health for persons affected by OUD and/or StimUD? | How will the proposed project help to decrease overdose deaths and reduce disparities in health? (450 Max Words)
- B. Provide a project timeline. For each key activity (e.g., staff training, materials development, service delivery start date) list the specific time-period during which it will occur, and which staff are responsible for implementation of each key activity. (150 Max Words)
- C. State the goal of the proposed project and list 3-5 measurable objectives (see <https://www.managementcenter.org/resources/smartie-goals-worksheet/>). (150 Max Words)
8. SUSTAINABILITY (5 Points)
- A. We recognize these funds are limited, how can this project help to sustain proposed activities after the funding ends? (300 Max Words)
9. EVALUATION PROCESS (5 Points)
- A. Describe how your organization will document or evaluate progress toward achieving project activities. Examples may include tracking the number and type of outreach events conducted, number and demographics of people reached, evidence of activity impact and effectiveness. (300 Max Words)
10. REQUIRED DOCUMENTS
- A. Upload a copy of the organization's IRS letter of determination 501(C)3 indicating non-profit status.
- Maximum upload 10 MB.
  - Upload file name, can ONLY use characters: a-z A-Z 0-9 - \_
- B. Upload completed Detailed Budget Worksheet and Narrative from the template obtained on Nspire's website.
- Visit <http://www.parkcommunity.com/nspire/> to download and complete the Detailed Budget Worksheet and Narrative located under *Mandatory Submission Requirements*. Then upload it in the application where indicated.
  - Maximum upload 10 MB.
  - Upload file name, ONLY use characters: a-z A-Z 0-9 - \_