South Dakota Opioid Settlement

Support for Local Community Needs

Preparing to Apply: Application Considerations & Checklist

Guided by the FY27–FY30 Opioid Settlement Strategic Plan, the Department of Social Services and the SD Opioid Advisory Committee are investing South Dakota's statewide share of National Opioid Settlement funds in prevention, treatment, recovery support, and relapse reduction. Use this guide to prepare your proposal prior to accessing the online application portal.

STEP 1: COMMUNICATE WITH YOUR LOCAL GOVERNMENT

- Review **Participating Local Governments** (counties & municipalities) and Tribal Opioid Settlement entities to explore localized funding and prevent duplication.
- Engage in planful conversations with local officials to complement existing efforts.
- Application Check: You will be asked if you requested city/county Local Share settlement funds, the outcome, or your rationale if not pursued.

STEP 2: REVIEW SETTLEMENT FRAMEWORK & STRATEGIC ALIGNMENT

Projects must benefit South Dakotans and align with state settlement frameworks:

- Approved Uses: Must conform to the **Opioid Settlement MOA** (**Exhibit A Approved Uses**).
- Full Continuum Scope: Covers Prevention, Treatment, Recovery Support, and Relapse Reduction.
- Broadened Populations: Individuals with primary OUD, limited opioid use, at risk for opioid use, or managing co-occurring conditions alongside opioid concerns.
- Strategic Plan Alignment: Projects should connect to **FY27–FY30 Targeted Initiatives.**

STEP 3: COMPILE ADMINISTRATIVE & ORGANIZATIONAL DETAILS

Have the following information ready before starting the form:

- Legal Organization Name, Primary Contact Info, and UEI Number
- Authorized Signatory & Project Director credentials
- Fiscal Agent / Sponsor Information (if operating under fiscal sponsorship)
- Total Anticipated Funding Request (must match attached itemized budget)

STEP 4: PREPARE YOUR NARRATIVE PROPOSAL & ATTACHMENTS

Be prepared to address the following scored application sections:

- Project Overview: Scope, continuum placement, and local service expansion.
- Supporting Evidence: Evidence base, research, or proven organizational models.
- Organizational Capacity: Track record in prevention, treatment, recovery, or relapse reduction across diverse priority populations.
- Target Population: Specific geographic area, demographics, and estimated reach.
- Goals & Milestones: SMART goals with 3–4 activities & calendar deadlines.
- Measurement & Evaluation: Concrete data tools, intake tracking, and metrics.
- Collaboration: Partner roles + required Letters of Commitment/Support.
- Sustainability & Leverage: Long-term funding and local share integration.

STEP 5: SUBMIT VIA JOTFORM ONLINE PORTAL

- Complete and submit all narrative responses and file uploads online.
- Utilize the built-in "Save" feature to store progress and return as needed.
- Ensure all required attachments (Budget, Partner Letters) are attached.

APPLICATIONS OPEN

November 2

Application Portal:
Online Application Form (Jotform)

WHAT REVIEWERS LOOK FOR

Strategic Continuum Alignment: Clear placement in prevention, treatment, recovery support, or relapse reduction, serving priority/at-risk populations.

Collaborative Development: Active partnerships with civic leaders, law enforcement, healthcare providers, schools, and recovery networks — validated by **Letters of Commitment/Support.**

Evidence-Based Design: Grounded in research, validated practices, and realistic SMART goals with defined milestone deadlines.

Data & Outcome Measures: Concrete tracking mechanisms and data collection tools suited to project scale.

Sustainability & Local Leverage: Viable plans for post-grant continuation and engagement with city/county Local Share settlement funds.

Learn More

dss.sd.gov/behavioralhealth/grantinfo.aspx

Molly Brown
Strategic Initiatives Program Specialist
Email: opioidgrants@state.sd.us

SD BEHAVIORAL HEALTH
Department of Social Services