



## Colorado Opioid Abatement Council (COAC) Infrastructure Evaluation Committee

To: Prospective Awardees of the Colorado Opioid Abatement Council  
RE: Award Memorandum (5.14.2025) | COAC Round 3 Infrastructure Funding Opportunity  
From: Colorado Opioid Abatement Council (correspondence via [coac@coag.gov](mailto:coac@coag.gov))

On May 14, 2025, the Colorado Opioid Abatement Council (COAC) voted to award \$5 million in Round 3 Infrastructure Share funding to 12 Awardees across the state of Colorado. Among the approved projects, the COAC voted to award \$500,000.00\* in funding to Boulder County Regional Opioid Council, Broomfield County (Opioid Abatement Region 7), and Clinica Family Health and Wellness to support the project titled “On-ramp to Resilience Project.”

*\*Acceptance of funds indicates acceptance of the terms and conditions in this Award Letter and the approved Budget and Workplan. See Appendix A for a Glossary of Terms.*

### Background on the Infrastructure Funding Opportunity

To assist in awarding Infrastructure Share funding, COAC assembled an Infrastructure Evaluation Committee, with administrative support from the Opioid Response Unit, to develop, solicit, review, and recommend applications for funding. The Round 3 Evaluation Committee, which represented 5 different opioid abatement regions of the state, was comprised of COAC members, community leaders, public officials, voices of lived experience, and a variety of subject matter experts.

46 eligible applications were received, totaling \$21 million in requested funds, and representing 90% of the opioid abatement regions of the state. The COAC voted to award 12 proposals, totaling \$5 million, for Infrastructure Share funding. 50% of the projects will serve rural regions and, in total, the Round 3 Awards will directly impact 13 of the 19 opioid abatement regions of the state.

### Receipt of Award

Per the terms of the MOU, funds may only be transferred to appropriate state agencies, Regional Fiscal Agents (Fiscal Agent), or Participating Local Governments. Infrastructure Share funds may be held by either the State or third-party entities, often referred to as National Administrators, to be disbursed directly as a one-time, lump-sum transfer. After Awardees accept the terms of this Award Letter, the Administrator will gather additional financial information (if necessary) and notify the National Administrator to release funds. Round 3 Awards are expected to be disbursed Summer of 2025.

*Note: Infrastructure Share funds cannot be used for expenses incurred by the Awardee prior to the issuance and acceptance of this Award Letter.*

### Budget Period

Awards must be spent within two years of the Award Date. Any use of funds beyond two years must be reviewed and approved by the COAC. The Administrator will encourage Awardees to follow a customized spending plan and commit to spending a certain percentage of funds by certain periods in the Award Cycle. Each Awardee’s spending plan will be unique. However, at a minimum, Awardees will be encouraged to align their spending plan with the following benchmarks:

- By month 6 of the Award Cycle, at least **25%** of the Award should be spent.
- By month 12 of the Award Cycle, at least **50%** of the Award should be spent.
- By month 18 of the Award Cycle, at least **75%** of the Award should be spent.
- By month 24 of the Award Cycle, **100%** of the Award should be spent.

In the spirit of ensuring funds are expended in a timely manner, a request to extend the Award Cycle shall be a discouraged practice for Awardees. However, if an Awardee is unable to reach the benchmarks described above or is at risk of spending funds unsustainably, it may be necessary to extend the Award Cycle. Please contact [coac@coag.gov](mailto:coac@coag.gov) for questions related to Award Cycle extension.

## Reporting Requirements

Awardees will be required to submit 2-3 annual Expenditure Reports, 7 quarterly progress reports, and 1 final report. All reports should align with the Awardee's approved Budget and Workplan. Unless otherwise notified by the COAC, Awardees are required to submit all of these reports, even if the Awardee expends their funds prior to the end of the Award Cycle. The COAC reserves the right to request audited profit and loss statements or additional financial documents at no additional cost to the COAC.

**Expenditure Reports:** Awardees are required to submit annual Expenditure Reports, using a format determined by COAC. On an annual basis, the COAC will publish (on the publicly available dashboard) all expenditure data from these Awards. The COAC may request additional information or virtual meetings as necessary to assist in reporting. Awardees are subject to any accounting as required by the COAC. A lack of response to such requests may be grounds for remedial action. The Awardee will be expected to comply with the terms of their approved Budget and Workplan.

**Quarterly Progress Reports:** Quarterly progress reports will be due to the COAC, using a format determined by the COAC, which may request additional information or virtual meetings as necessary to assist in reporting. A lack of response to such requests may be grounds for remedial action. The Awardee will be expected to comply with the terms of their approved Budget and Workplan. In quarterly progress reports, Awardees will be asked to provide a progress update on the Indicators listed in their application. If an Awardee wishes to make changes to the indicators listed in their application, please promptly notify the Administrator at [coac@coag.gov](mailto:coac@coag.gov). The precise schedule of quarterly progress reports will be determined and communicated to Awardees after funds have been received by all Awardees.

**Final Report:** In the final quarter of the Award Cycle, Awardees must submit one final report, using a template determined by COAC. The COAC reserves the right to request additional information, beyond the prompts contained in the template, including any necessary information to close out the Award.

## Awardee Learning Forums

At least one representative from the Awardee's organization must attend quarterly (virtual) Awardee Learning Forums. Hosted by administrative staff at the Colorado Department of Law, these forums will cover a variety of relevant topics, including technical assistance, quarterly reporting, expenditure reporting, resource-sharing, Award management, and stories of success. Awardees will have the opportunity to raise questions, discuss challenges, receive support from Department of Law staff, and network with other Infrastructure and State Share recipients.

Please see below for the schedule of 2025-2026 Awardee Learning Forums:

- July 14, 2025, at 10:00AM
- October 14, 2025, at 1:00PM

- January 7, 2026, at 1:00PM
- April 8, 2026, at 1:00PM
- July 8, 2026, at 1:00PM
- October 7, 2026, at 1:00PM

## Colorado Opioid Abatement Conference

Awardees are required to send at least one representative to attend the annual Colorado Opioid Abatement Conference. This Conference is held in-person and is a valuable opportunity to receive technical assistance, learn about statewide efforts to combat the opioid crisis, and participate in a community of practice with other funding recipients. Awardees may utilize funding from this Award to cover travel expenses for staff to attend the Conference. If your current Budget and Workplan does not include conference expenses, you may contact the Administrator at [coac@coag.gov](mailto:coac@coag.gov) to request a budget amendment.

## Budget Amendments

If an Awardee wishes to amend their Budget or Workplan at any point during the Award Cycle, a Budget and Workplan amendment must be submitted to [coac@coag.gov](mailto:coac@coag.gov). The updated amendment form will be made available to Awardees upon request. On behalf of COAC, DOL staff will review the requested amendment to ensure alignment with the terms of the original Award Letter, Approved Uses, and to prevent supplanting of funds. In the review process, DOL staff may request additional information to verify these components.

## Interest

On December 18, 2024, the COAC issued its conclusion that, under the Colorado MOU and the national opioid settlement agreements, interest earned on Opioid Settlement Funds is considered “Opioid Funds” under the Colorado MOU. All Opioid Funds, including earned interest, must be used for opioid abatement Approved Purposes, found in [Exhibit E](#). All parties are expected to report on any earned interest and shall provide an explanation as to any expenditures of earned interest in the annual expenditure report.

## Capital Assets

Consistent with the guidance of COAC and parameters of the MOU, Opioid Funds may be used to finance the purchase or renovation of capital assets so long as the assets are used for opioid abatement Approved Uses as described in [Exhibit E](#). Any capital asset financed with Opioid Settlement Funds shall be used for Approved Uses for seven (7) years from the Award Date. Awardees shall provide an annual report in a format determined by the COAC to the COAC regarding the status of the capital asset throughout the five-year period after the conclusion of the 2-year Award Cycle. If a capital asset is sold or is otherwise no longer used for Approved Uses within the seven-year window, the COAC may take remedial action per the COAC Remedial Procedures. The COAC recommends that capital assets financed with opioid settlement funds be used for Approved Uses for their asset life cycle beyond the seven-year monitoring period.

## Remedial Procedures

Any remedial action taken against Awardees that misuse funds from the Infrastructure Share shall be in accordance with the [COAC Remedial Procedures – Statewide Infrastructure Funds](#). Please contact [coac@coag.gov](mailto:coac@coag.gov) for further questions, or to request a PDF version of the COAC Remedial Procedures.

*As the designated administrative support for the Colorado Opioid Abatement Council, the Opioid Response Unit*

*developed this document. Please email [coac@coag.gov](mailto:coac@coag.gov) with questions regarding these materials and requirements.*

## Appendix A: Glossary of Terms

Term	Definition
Administrative Costs	Expenses associated with overseeing and administering Opioid Funds (including but not limited to legal expenses, procurement/contract administration, fiscal accounting/reporting, etc.). Administrative costs shall not exceed 10% of actual costs expended by the recipient or 10% of the amount received, whichever is less.
Approved Uses	<p><a href="#">Approved Uses</a> are forward-looking strategies, programming, and services to abate the opioid epidemic as identified in Exhibit E, Schedule B of the national opioid Settlements.</p> <p>Consistent with the terms of any Settlement, “Approved Uses” shall also include the reasonable administrative costs associated with overseeing and administering Opioid Funds.</p>
Awardee(s)	The entity or entities approved by COAC to receive Infrastructure Share funding.
Award Cycle	The 24-month period within which an Awardee must expend their funding. The Award Cycle will expire 24-months after the Award Date, unless otherwise determined by COAC.
Award Date	The date upon which the Award Letter is issued. Award Letters will be sent from <a href="mailto:coac@coag.gov">coac@coag.gov</a> to the prospective Awardees.
Award Letter	<p>The official letter sent from <a href="mailto:coac@coag.gov">coac@coag.gov</a> to Awardees detailing the terms of the award. The Award Letter will be generated after COAC has made its final determinations.</p> <p><i>Please note: Expenses incurred by the Awardee prior to the issuance of the Award Letter cannot be claimed under the terms of the award.</i></p>
Budget and Workplan	<p>The Budget and Workplan (available as a template on the <a href="#">COAC webpage</a>) provides a comprehensive summary of an Applicant’s budget proposal, as well as their program/project goals, activities, deliverables, and data indicators/outcomes.</p> <p><i>Please note: The Budget and Workplan are housed within the same Excel document but separated by two distinct tabs.</i></p>
Colorado Opioid Settlement Memorandum of Understanding (MOU)	The <a href="#">Colorado Opioid Settlement Memorandum of Understanding (MOU)</a> establishes the framework for distribution and oversight of Opioid Funds.
Colorado Opioid Abatement Council (COAC)	<p>The Colorado Opioid Abatement Council was created to ensure that the distribution of Opioid Funds complies with the terms of the MOU and of any Settlement, and to provide oversight and an accounting of all Opioid Funds in accordance with the terms of the MOU. The Council is responsible for oversight of Opioid Funds from the Regional Share, and for developing processes and procedures for the distribution and oversight of Opioid Funds from the Statewide Infrastructure Share, all in accordance with the terms of the MOU.</p> <p>The Council is made up of 13 members, 6 voting members appointed by local government representatives, 6 voting members appointed by the state, and a chair who may only vote in the event of a tie.</p>

COAC Remedial Procedures – Statewide Infrastructure Funds	Procedures adopted by the COAC to remediate any misuse of Opioid Funds from the Statewide Infrastructure Share. Available at <a href="https://coag.gov/app/uploads/2023/04/COAC-Infrastructure-Share-Remedial-Procedures-10.17.22-Adopted-11.10.22.pdf">https://coag.gov/app/uploads/2023/04/COAC-Infrastructure-Share-Remedial-Procedures-10.17.22-Adopted-11.10.22.pdf</a>
Colorado Department of Law (DOL)	The Colorado Department of Law, also known as the Colorado Attorney General’s Office, provides administrative support to the Colorado Opioid Abatement Council (COAC), including administration of Infrastructure Share funding opportunities.
Expenditure Reports	According to Section (G)(5) of the MOU: “On an annual basis, as determined by the [COAC], any Party or Regional Council that receives funds from the Statewide Infrastructure Share shall provide all expenditure data, including administrative costs, related to any Opioid Funds it received from the Statewide Infrastructure Share and subject itself to an accounting as required by the Abatement Council. The Abatement Council shall publish all expenditure data from the Statewide Infrastructure Share in accordance with Section (C)(4)(c)(i). The Abatement Council may require the Parties or Regional Councils that receive funds from the Statewide Infrastructure Share to provide additional outcome related data in accordance with Section (C)(4)(c)(ii) and the Parties or Regional Councils shall comply with such requirements.”
Fiscal Agent	Per the terms of the MOU, each Regional Opioid Abatement Council must have a Fiscal Agent that is either a county or municipal government. For the purposes of the Infrastructure Share, ROACs may only receive funding via their designated Fiscal Agent.
Fiscal Contact	The individual primarily responsible for financial management of the award, including submission of annual expenditure reporting. The Awardee is responsible for promptly notifying the DOL should there be a change in Fiscal Contact.
Implementing Organizations	Entities other than the Applicant that are either supporting or part of a collaborative application.  Nongovernmental entities, such as non-profit organizations, may be part of the collaborative partnership proposed in the application, so long as the primary Applicant is considered eligible to apply.
Indicators	Developed by the Johns Hopkins Bloomberg School of Public Health, these data Indicators (available in Appendix B) are measurement tools used to determine if a project/program is working as expected and achieving its intended outcomes.
National Administrators	Refers to the various third-party entities responsible for the direct disbursement of national opioid Settlement funds.
Opioid Settlement Funds (Opioid Funds)	Opioid Funds shall mean damage awards obtained through a Settlement.
Participating Local Governments (PLGs)	“[A]ll Local Governments that sign[ed the] MOU, and if required under terms of a particular Settlement, who have executed a release of claims with the Opioid Settlement Defendant(s) . . . .” [Section (A)(9) of the MOU]
Primary Contact	The individual primarily responsible for oversight of the program/project proposed in the application.

Regional Opioid Abatement Councils (ROACs)	The Regional Opioid Abatement Councils (ROACs) were formed by county and municipality governments to create a governing body to manage Opioid Funds at a regional level. There are 19 Regions in Colorado, each governed by its respective ROAC. Each Region may draft its own intra-regional agreements, bylaws, or other governing documents to determine how the ROAC will operate. All voting members of ROACs are either elected officials or employees of local governments.
Settlement	"[T]he negotiated resolution of legal or equitable claims against an Opioid Settling Defendant when that resolution has been jointly entered into by the State and the Participating Local Governments, or by any individual Party or collection of Parties that opt to subject their Settlement to this MOU. Unless otherwise directed by an order from a United States Bankruptcy Court, 'Settlement' shall also include distributions from any liquidation under Chapter 7 of the United States Bankruptcy Code or confirmed plan under Chapter 11 of the United States Bankruptcy Code that treats the claims of the State and Local Governments against an Opioid Settling Defendant." [Section (A)(13) of the MOU]