



Maryland's Office of **Overdose Response**

Wes Moore, Governor • Aruna Miller, Lt. Governor • Emily Keller, Special Secretary of Overdose Response

Buprenorphine Training Grant Program

November 12, 2025

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About Maryland's Office of Overdose Response

Maryland's Office of Overdose Response (MOOR) promotes collaboration across all state and local agencies working to address substance use and overdose in the state. We coordinate the inter-agency process to identify the state's strategic priorities for preventing overdoses, and we work to promote the Governor's policy agenda by focusing on programs and policies under five pillars: *Prevention, Harm Reduction, Treatment, Recovery, and Public Safety*.

Overview of the Buprenorphine Training Grant Program

The purpose of MOOR's Buprenorphine Training Grant Program is to distribute funding to the highest-scoring proposals received from county governments to support the costs of training paramedics in buprenorphine administration. Emergency medical services (EMS) personnel are often the first responders to overdoses and, as such, are in the best position to administer naloxone. After receiving naloxone, someone who is physically dependent on opioids will experience withdrawal. Buprenorphine is a medication that reduces withdrawal symptoms, giving survivors of opioid overdose a chance to seek treatment and recovery services through their family, friends, and community partnerships.

This funding is being made available in accordance with Maryland [House Bill 1131](#) of 2025, which established the Buprenorphine Training Workgroup and the Buprenorphine Training Grant Program. Buprenorphine training may be available through local prescribers, and training typically lasts one-to-two days. Applicant governments may request up to \$10,000 per county for funds to be completely utilized by June 30, 2026. A total of \$50,000 is available through this grant program for the remainder of the 2026 fiscal year. Funding opportunities to support buprenorphine initiation through emergency medical services will be announced annually over the next five fiscal years.

Eligibility & Requirements

The following entities are eligible to apply:

1. Local Government
 - EMS organizations and local governments may apply
 - Local government entities may apply jointly to send paramedics/EMS from multiple responding departments to a single training. This will increase the maximum grant award amount equivalent to the combined number of government entities.
 - Applicants must have approval from the Maryland Institute for Emergency Medical Services Systems (MIEMSS) for the buprenorphine optional protocol. This letter of approval must be attached to the application. Applicants without this approval should contact Dr. Timothy Chizmar by email at tchizmar@miemss.org to review the training and QA plan.

Allowable Expenses for Funding

- A. The purpose of the program is to assist a county with offsetting the cost of training paramedics to administer buprenorphine. A county may use a grant awarded under the program only for training paramedics to administer buprenorphine.

Key Dates

Call for Proposal Release Date:	Re-released November 12th
Application Deadline:	Ongoing, until FY26 funds are exhausted
Award Decisions:	Ongoing
Anticipated Period of Performance:	Award Date - June 30, 2026

Grant Monitors

Khalil Cutair, Grants Program Director
Suite 4.213, Phone: 443 381 3695
Email: khalil.cutair@maryland.gov

Deborah Davis, Grants Program Coordinator
Suite 4.215, Phone: 443 229 1073
Email: deborahs.davis1@maryland.gov

BreeAnna McMorow, Grants Program Administrator
Suite 4.217, Phone: 443 354 2401
Email: breeanna.mcmorrow@maryland.gov

Maryland's Office of Overdose Response
100 Community Place
Crownsville, MD 21032

Application Process

As referenced above, the full application package must be submitted to MOOR. **Applications will be reviewed on an ongoing basis, and awarded until the available funding for the year is exhausted.** The full application package includes the following components:

1. complete application form (PDF **and** Word or Google Docs);
2. complete budget template with the related attachments (PDF **and** Excel or Google Sheets);
3. Outcome Metrics and Quality Management plan.
4. MIEMSS Letter of Approval for the Buprenorphine optional protocol. This letter of approval must be attached to the application. Applicants without this approval should contact tchizmar@miemss.org to review the training and QA plan.

More information about the application requirements is provided in the Application Form Instructions section beginning on page 8. The application package should be submitted using our Smartsheet submission form, which is linked below. Please complete all fields on the submission form. Contact the grant monitors with any questions. Please note that the submission form is limited to 10 attachments,

less than 25Mb in total. Zipped files may be necessary to reduce the number of files included in your submission.

Smartsheet Submission Form

Application Evaluation

To evaluate these proposals, MOOR will empanel a grants evaluation committee to score each eligible project. Committee membership will consist of MOOR staff. The Grants Evaluation Committee will evaluate the proposals based on the following criteria:

1. **ALIGNMENT WITH MOOR BUPRENORPHINE TRAINING GRANT PRIORITIES.** Consideration for funding during evaluation will be given to applications that address the priorities listed in House Bill 1131 of 2025.
2. **PROVIDES A FULL PROJECT SUMMARY AND PROBLEM STATEMENT.** The applicant will provide a brief and clear summary of the project to be funded. Additionally, the problem statement section should describe why the project is needed and identify the most significant issues, problems, trends, or opportunities that will be addressed by the proposed project. Furthermore, the problem statement describes the target population and explains how the project will impact the target population.
3. **PROVIDES SPECIFIC AND MEASURABLE PROJECT GOALS AND OBJECTIVES AND PERFORMANCE INDICATORS.** These responses are specific, measurable (numeric), attainable in the grant period, and relevant to the grant program. The goals, objectives, and performance measures should directly relate to the portion of the project for which funds are requested and be significant enough to justify the level of spending requested. Applicants are advised to only identify significant performance measures to show project impact, rather than a greater number of less meaningful performance measures. All performance measures should be quantifiable.
 - Goals: the end result of the project - e.g., "Increase number of paramedics trained in Buprenorphine administration, extending the amount of time a victim of overdose has to seek support."
 - Activities: the specific actions that will be taken to reach the goals - e.g., "contract with local prescriber/addiction consultation services to provide training"
 - Performance measures in the form of Process, Outcome, Key Performance Indicator: metrics to track the activities taken to reach the goal, as well as the target number.

The performance measures below for grant reporting are **MANDATORY**. Additional performance measures should be used for internal reporting. See the sample documents for more information. The target numbers given below are examples only, please determine your target numbers specific to your organization's reach.

- Process: Number of paramedics trained by 6/30/2026: (example: **15**)
- Outcome: Number of overdose response calls where Buprenorphine is administered (**Example: 15**)
- Key Performance Indicator: Number of candidates administered Buprenorphine who are linked to treatment via follow-up protocols. (**Example: 100%**)

4. **PROVIDES A DETAILED SPEND PLAN.** The spend plan and budget are sufficient to understand how funds will be utilized. The applicant adequately explains how each item in the spend plan is directly tied to the project's goals and objectives.
5. **BUDGET/SPEND PLAN IS REASONABLE AND WITHOUT ERROR.** Budget line justifications are sufficient to understand how funds are intended to be used. Services, purchases, and other expenditures are explained and directly in line with scope of project.
6. **FOLLOW-UP PROTOCOL AND QUALITY MANAGEMENT.** Overdose response and subsequent naloxone and buprenorphine administration includes follow-up, linkages to care, and access to treatment. MOOR values partnerships between local community based organizations and local government. The application will adequately detail the follow-up protocol for buprenorphine administration, including peer or paramedic follow-up (day after/30 days/90 days), referral partners, and tracking linkages to care. A sample of protocol tracking measures are given in the attached Sample Outcome Metrics. The application will also detail procedures for quality management and review of the outcomes of the buprenorphine training implementation. This will be a procedure for the regular review of the protocol against actual administration for success and deviation. An example is given in the attached sample Quality Management plan.

The grant review process consists of three stages. MOOR staff will first perform an initial review to confirm that the application conforms to the grant eligibility and requirements, requests and amounts match grant criteria, and application is entirely complete. Any applications that are considered incomplete will be removed from consideration. Then, MOOR's Grants Evaluation Committee, after thoroughly reviewing and scoring each application, will submit a recommendation to the Special Secretary of Overdose Response. The Special Secretary of Overdose Response will review and make the final determination regarding the award of competitive funds.

Funding Specifications

The anticipated period of performance is the remainder of the 2026 Fiscal year through June 30, 2026. The grant agreement between MOOR and the grant recipient must be executed before the project may begin. There is no match required for this funding source. No reimbursements will be provided for expenditures made, or for items received/services performed, either prior to grant agreement execution or after the grant period end date.

A grant applicant may request funding up to \$10,000. All of the grant funding must directly relate to the supporting buprenorphine administration training for paramedics in the county.

Distribution of Funds and Reporting Requirements

MOOR will distribute awarded funds to grantees on a reimbursement-of-expenditures basis. Timely submission of a corresponding project report (see Exhibit A) with completed Performance Measures, and a Reimbursement Request (see Exhibit B) with adequate supporting documentation is required for all activities and costs. Grantees will submit these documents at the completion of the project or the end of the grant period, whichever comes first.

Grantees will be required to submit reimbursement forms by July 31, 2026, or earlier. They will be reimbursed for those costs after MOOR reviews and approves the invoices and supporting documentation. All costs submitted for reimbursement must be included in the applicant's project application and budget. Supporting documentation must clearly provide evidence that funding was spent as per the grant budget justification and that these expenses have already been paid. **MOOR will not reimburse any expenses not included in the approved budget and detailed in the budget justification. All changes to the budget must be made through a formal modification request.**

The deadline for project reports is July 31, 2026. MOOR will not reimburse requests that are received after July 31 unless special approval has been provided in writing. Grantees will use the Smartsheet software to submit reporting. More information regarding the reporting requirements will follow after an award is made. Grantees may also be asked to participate in a site visit or desk review. Compliance with such a request is mandatory.

Technical Assistance

If an applicant has questions related to the application, please contact:

1. Khalil Cutair, MOOR Grants Program Director, at khalil.cutair@maryland.gov
2. Deborah Davis, MOOR Grants Program Coordinator, at deborahs.davis1@maryland.gov
3. Bree McMorow, MOOR Grants Program Administrator, at breeanna.mcmorrow@maryland.gov

Application Form Instructions

All applicants must use the application form provided in Attachment I. Please do not alter the format of this document unless permission is received from MOOR directly.

1. **Project Title:** The project title should be brief, precise, and should reflect what is being funded. For example, "Baltimore County Youth Prevention Program."
2. **Jurisdiction of Proposed Project:** Please use the drop-down to select the name of the jurisdiction. If the project benefits more than one jurisdiction, please select the jurisdiction or region that will benefit the greatest from this project.
3. **Applicant Organization:** Please provide the name of the local government, state agency, community-based entity, etc., that is eligible to apply for grant funds. If the project is being administered for the direct benefit of other organizations, include the names of all recipients.
4. **Applicant FEIN:** Please supply the Federal Employer Identification Number for the organization. This is used by MOOR during grant reimbursement.
5. **Total Project Cost:** Please provide the total project cost (i.e., the requested award amount), as well as the amount per year, if the project spans two years.
6. **Project Summary:** Please provide a brief summary about the applicant (non-governmental organizations only) and project. The project summary should provide a concise summary of the applicant and proposal and be limited to 200 words or less. Please use the following template:

The [Organization Name] was founded in [year] and [Provide description of general activity and/or mission]. [Organization Name]'s [Project Name] aims to [Indicate what the program proposes to do in general terms (e.g., reduce existing gaps in services, foster collaboration and cooperation among partner agencies and stakeholders, etc.)]. The program [1-2 sentences describing the program's main function and who the program benefits/serves.]. [The last sentence summarizes the budget items proposed to be funded.]

It is important to make clear in the project summary whether the project will help to support current operations or expand existing operations.

7. **Problem Statement/Needs Justification:** Briefly describe why the proposed project is needed and, therefore, important to pursue. Identify the most significant issues, problems, trends, or opportunities that will be addressed via the proposed project.

Please also describe the number of individuals the program will target and provide a demographic description of the target community. This problem statement/needs justification must describe how the program will impact the target population in reference to the jurisdictional information provided by MOOR. You can find information on substance use and overdose statistics for your region at [The Maryland Dashboard](#).

8. **Program Goals and Objectives:** Define the central aim and principal goals of the proposed project. For each goal, define one to three key objectives. Each defined objective must be

SMART: (a) Specific (i.e., clear and unambiguous); (b) Measurable (i.e., observable and preferably enumerable, if feasible); (c) Attainable (i.e., realist and achievable); (d) Relevant (i.e., pertinent to stated purpose and scope of project); and (e) Time-Bound (i.e., have defined starting and end points).

FOR EXAMPLE: Goal 1: Improve outcomes for victims of overdose and ability to connect to treatment

- Objective: train paramedics in buprenorphine administration.

9. Program Measurement/Performance Indicators: Identify at least one performance measure you will use to evaluate each project goal's success and the target for the fiscal year. Performance measures should be unique to this grant and only include directly related impacts (e.g., increase individuals served by 40 people, rather than serve 100 total people). These should include only significant performance measures that demonstrate project impact, rather than a greater number of less meaningful performance measures.

FOR EXAMPLE:

Number of paramedics trained by 6/30/2026: 15

Reporting Requirements for Program Measurement/Performance Indicators:

Grantees will be required to report on program performance, as it pertains to the grant project's goals. Performance measures, including support for progress achieved, must also be provided to MOOR (instructions will be provided upon award). Documentation is required to substantiate the reported progress.

10. Spend Plan Description: Clearly define the major categories contained in the budget and provide the basis and justification for cost projections, as they relate to the grant project goals and objectives, in narrative form.
11. Local Partnerships and Follow-up Protocol: Overdose response, subsequent naloxone and buprenorphine administration includes follow-up, linkages to care and access to treatment. MOOR values partnerships between local community based organizations and local government. The application will adequately detail the follow-up protocol to buprenorphine administration.
12. Applicant Signature: The application should be signed by the local government organization's authorized representative, as well as the authorized representative from the participating departments

Please note that it is of critical importance that the application be well-written, clear, and concise. **The application form may not exceed 4 pages single-spaced in 11-point Calibri or 12-point Times New Roman font.** The budget template and attachments specified below are excluded from the 4-page limit.

Budget Template Instructions

All applicants must use the budget template provided in Attachment II.

1. Applicant Organization: This item should match the application form.
2. Project Title: This item should match the application form.
3. Columns
 - a. Object Number: This column is intended for use by local health departments and state agencies only. Using the drop-down, please select the category that most closely aligns with the expense line item. If the applicant is not a local health department or state agency, please leave this row blank.
 - b. Grant Funds Requested: All numbers can be rounded to the nearest whole dollar.
 - c. Justification/Description: **Each budget line item must include a justification entry. The justification sections must contain an explanation as to how the amount was determined, a list of included items, and brief statements (1 to 2 sentences per line item) that explain each line item and its relevance to the project goals and objectives. Do not simply restate "Goals and Objectives." Items that are not clearly included in this explanation will not be reimbursed.**
4. Rows
 - a. Salaries: Support for hourly, salary, or overtime rate, as mandated by union agreement, to attend training.
 - b. Fringe: Related to the above. This grant will provide a maximum fringe reimbursement of 30% of stated salaries. Actual costs must be substantiated.
 - c. Contractual Services: Training for buprenorphine administration provided by _____
 - d. Other: Other costs not included in the above that are directly related to training paramedics to provide buprenorphine.
 - e. Total Direct Costs: This row is set up to automatically calculate the total of all categories above.
 - f. Indirect Costs: 15% of total direct costs. Administrative or indirect costs listed as Direct Costs may adjust this allowance, upon grant award review.

IMPORTANT NOTE: For each line item entered, you must include a justification that ties that item to the activities and goals described in your narrative. Expenses that do not match this justification will not be eligible for reimbursement.

Frequently Asked Questions

1. **Is there a limit to the number of applications that can be submitted by a single entity?**
Yes, one per county.
2. **Who is eligible to apply?**
The following entities are eligible to apply:
 - a. EMS organizations and local governments may apply
 - b. County governments that are preparing to implement buprenorphine administration in their overdose response procedures. Local government entities may apply jointly to send paramedics/EMS from multiple responding departments to a single training. This will increase the maximum grant award amount equivalent to the combined number of government entities.
 - c. Applicants must have approval from the Maryland Institute for Emergency Medical Services Systems (MIEMSS) for the buprenorphine optional protocol. This letter of approval must be attached to the application. Applicants without this approval should contact Dr. Timothy Chizmar by email at tchizmar@miemss.org to review the training and QA plan.
3. **Is there a minimum or maximum amount for awards?**
A grant applicant may request funding up to \$10,000.
4. **Does the full grant award need to be expended before the end of the project period?**
Yes. The grant award is made contingent on the evaluation committee's review of the project's accomplishments in the period of performance. Grantees should align their activities and expenditures with the grant period. Expenditures that fall outside the period of performance, or expenditures for goods/services that fall outside of the period of performance, will not be reimbursed.
5. **Is a specific amount or percentage of matching funds required?**
There is no amount or percentage of matching funding required.
6. **When is the grant application deadline?**
The deadline to submit the full grant application package is ongoing, and the submission portal will be open until funding is exhausted. The application package must be complete, and received in the submission portal.
7. **To whom should grant applicants direct questions about the grant application?**
If an applicant has questions related to the application, please contact Khalil Cutair, MOOR Grants Program Director, at Khalil.cutair@maryland.gov, Deborah Davis, Grants Program Coordinator, at Deborahs.davis1@maryland.gov, or Bree McMorow, Grants Program Administrator, at Breeanna.mcmorrow@maryland.gov.

Attachment I Application Template

MARYLAND'S OFFICE OF OVERDOSE RESPONSE FY2026 Buprenorphine Training Grant Program Application Form

IMPORTANT NOTE: Please review the instructions provided in the Call for Proposals document prior to completing this form.

Project Title:

Jurisdiction of Proposed Project:

Applicant Organization:

Applicant Organization FEIN:

Point of Contact:

Position:

Phone:

Email:

Total Project Cost:

I. PROJECT SUMMARY (250 word limit) Example provided below:

The [Organization Name] was founded in [year] and [Provide description of general activity and/or mission]. [Organization Name]'s [Project Name] aims to [Indicate what the program proposes to do in general terms (e.g., reduce existing gaps in services, foster collaboration and cooperation among partner agencies and stakeholders, etc.)]. The program [1-2 sentences describing the program's main function and who the program benefits/serves.]. [The last sentence summarizes the budget items proposed to be funded.]

II. PROBLEM STATEMENT

III. PROGRAM GOALS AND OBJECTIVES

IV. PROGRAM MEASUREMENT/PERFORMANCE INDICATORS

.

VI. SPEND PLAN DESCRIPTION WITH JUSTIFICATION

VII. LOCAL PARTNERSHIP AND FOLLOW-UP PROTOCOL

To the best of my knowledge, I certify that all the information provided herein is true and correct.

Applicant Signature: _____ Date:

Applicant Printed Name:

Title:

Exhibit 1 Grant Agreement

STATE OF MARYLAND
 Maryland's Office of Overdose Response
 100 Community Place, 4th Floor • Crownsville, Maryland 21032

FY2026 BUPRENORPHINE TRAINING GRANT PROGRAM AGREEMENT

Grant Number: {{Evaluation Committee #}}	Grantee Organization: {{Applicant Organization}}	
Title of Project: {{Project Name}}		
Amount of Grant: \${{Award Amount}}	Period of Grant: {{Award Date}}– 06/30/2026	Date of Award: 10/15/25
Grantee Project Officer:		
Name: {{First Name}} {{Last Name}}		Title: {{Title}}
Agency Name: {{Applicant Organization}}		Address, City/State/Zip: {{Address}} {{City}}, MD {{Zip}}
Email: {{Email}} {{Additional Email}}		Phone:
MOOR Project Officer:		
Name: Khalil Cutair		Title: Grants Program Director - MOOR
Agency Name: Maryland's Office of Overdose Response		Address, City/State/Zip: 100 Community Place, 4 th Floor Crownsville, Maryland 21032
Email: khalil.cutair@maryland.gov		Phone: (443) 381-3695
Main Objective: {{Objective}}		
☐ Prevention ☐ Harm Reduction ☐ Treatment Public Safety ☐ Treatment ☐ Recovery		

- Scope of Work:** Grant funds shall be used exclusively for the purposes and in the manner described in the proposal dated [DATE]. The proposal must identify project goals that include objectives to attain each goal as well as performance measures to evaluate the project's success. The proposal shall be incorporated into the Agreement by reference and attached as *Attachment 1*.

2. **Grant Period:** The grant period shall begin on [Award Date], and end on **June 30, 2026** (the “Grant Period”).
3. **Approved Budget:** The grant shall have a budget of {{Award Amount}}. Grant funds shall be expended in accordance with the budget and budget justifications submitted, which shall be incorporated by reference into the Agreement and attached as **Attachment 2**. Any additional funding provided by Maryland’s Office of Overdose Response (“MOOR”) shall be subject to the terms and conditions of the Agreement. Notwithstanding any other term or condition of the Agreement, MOOR reserves the right to make adjustments to the approved budget, including, but not limited to, the postponement, reduction, or cancellation of grant payments for any reason.
4. **Conditions of Funding:**
 - A. **Performance-Based Conditions:** Funding under this grant is contingent upon the Grantee’s, and any subgrantee’s or subcontractor’s, compliance with the terms and conditions of the Agreement and on MOOR’s periodic assessment of the Grantee’s, and any subgrantee’s or subcontractor’s, progress towards achieving the goals and objectives described in the proposal. The anticipated duration of services to be provided under this Agreement is eighteen (18) days.
 - B. **Appropriations-Based Conditions:** If the General Assembly fails to appropriate funds, or if funds are not otherwise made available for continued performance of the Agreement, MOOR may cancel the Agreement at the time the funds are not appropriated or otherwise made available. The effect of cancellation of the Agreement will be to discharge both the Grantee and MOOR from future performance of the Agreement, but not from their obligations existing at the time of cancellation. MOOR shall notify the Grantee as soon as it has knowledge that funds may not be available for the continuation of the Agreement.
5. **Disbursement and Expenditure of Grant Funds:**
 - A. **Disbursement of Grant Funds:** Grant funds shall be disbursed in accordance with the disbursement schedule. The disbursement schedule shall be incorporated into the Agreement by reference and attached as **Attachment 3**. MOOR may adjust the schedule of payments based on its assessment of the Grantee’s implementation of the proposal in accordance with the approved budget. All required forms, backup materials, and reports must be provided in order to receive disbursement.
 - B. **Budget Revisions:** Transfers among line items of the approved budget must receive prior written approval from MOOR, as must any transfer of funds to a new line item. Additionally, any deviation from a given budget line justification must receive prior written approval from MOOR.
 - C. **Unapproved Expenditures:** Grantees shall not use funds for the following purposes:
 1. Fundraising or lobbying;

2. Pre-award costs;
3. Supplanting of existing local or federal funds activities described in this program. Supplanting is the use of MOOR grant funds to replace local or federal funds that were previously appropriated/budgeted for, or otherwise would have been spent on, the specific purpose(s) for which this award has been awarded. Any salaries, positions, personnel expenses, contractual expenses, equipment, travel, and other expenses paid for with MOOR grant funds must be used to supplement your organization's existing budget, and may not replace any funds that were already included in your entity's existing or projected budget;
4. Depreciation expenses; and
5. Costs related to food or meals for meetings, training, exercises, or similar events, unless the following criteria are met:
 - a. meals must be a necessary part of a working meeting (or training) and integral to full participation in the business of the meeting (i.e., food/meals may not be taken elsewhere without attendees missing essential formal discussions, lectures, or speeches concerning the purpose of the meeting or training);
 - b. meals cannot be provided for regularly scheduled or standing meetings;
 - c. meal costs are not included in event registration or duplicated in per diem or subsistence allowances;
 - d. meeting participants (majority) who are traveling longer than 2 hours from their assigned office are considered to be in travel status; and
 - e. guest meals (i.e., meals for non-essential attendees) are excluded from the project budget.

6. Property and Equipment

- A. **Procurement:** If the purchase of furniture or equipment is part of this grant project and the grantee is a governmental agency, it is required that such purchases are made by competitive bid or through the approved governmental procurement process. If the grantee does not have written procurement guidelines, the grantee must refer to the State of Maryland Procurement Policy and Procedures, which includes the consideration of Minority Business Enterprises (MBE). An overview of Maryland Procurement may be accessed via the internet at: <https://procurement.maryland.gov/>.
- B. **Inventory Reporting:** Grantee purchased equipment, unless otherwise prohibited by State law, will be accounted for as follows:

1. Equipment property records will be maintained and reported annually to MOOR using the Property Inventory Report Form (PIRF). The PIRF will include a description of the property, a serial number or other identification number, the source of property, who holds title, the acquisition date, and cost of the property, the location, and use and condition of the property.
 2. A physical inventory of the property will be taken and the results reconciled with the previous grantee property records reported to the grantor.
 3. A control system must be developed by the grantee to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft shall be investigated and reported.
 4. Adequate maintenance procedures must be developed by the Grantee to keep the property in good condition.
- C. **Disposition of Property or Equipment:** When original or replacement equipment purchased with grant funding is no longer needed for MOOR Program, disposition of the equipment will be as follows: (1) Items of equipment with a current per-unit book value or fair market value, whichever is higher, of less than \$1,000 may be retained or otherwise disposed of with no further obligation to MOOR. (2) Items of equipment with a current per-unit book value or fair market value, whichever is higher, of more than \$1,000 must be returned to MOOR, unless mutually agreed upon by both parties.

7. **Conflict of Interest:**

- A. **General Conflict of Interest:** The Grantee must maintain written standards of conduct covering conflicts of interest and governing the performance of its employees engaged in the selection, award, and administration of contracts. No employee, officer, or agent must participate in the selection, award, or administration of a contract supported by this award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization that employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the Grantee must neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, the Grantee may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the Grantee.
- B. **Organizational Conflicts of Interest:** If the Grantee has a parent, affiliate, or subsidiary organization that is not a state, local government, or Indian tribe, the Grantee must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that, because of relationships with a parent company, affiliate, or subsidiary organization, the Grantee is unable or appears to be

unable to be impartial in conducting a procurement action involving a related organization.

8. Project Administration:

- A. **Administration of Grant Funds:** The Grantee will directly administer the project supported by the grant and agrees that no grant funds shall be disbursed to any organization, individual, or entity, whether or not formed by the Grantee, other than as specifically set forth in the proposal and budget, or as provided for in the Agreement.
 - B. **Project Officer:** MOOR considers the leadership of the project by the Project Officer crucial to its success and therefore reserves the right to terminate funding in the event the Project Officer leaves the project or the Grantee's organization and the Grantee fails to make adequate arrangements for oversight of the project. The decision to continue or terminate funding would be made after careful consideration of the Grantee's interest in and capacity to continue the project. The Grantee agrees to notify MOOR at least thirty (30) days in advance of the departure of the designated Project Officer or as soon as practicable. If the Grantee fails to do so, MOOR may discontinue funding as of the date of the Project Officer's departure, and the Grantee would be liable for any project expenses incurred after this date. This Paragraph applies only to agreements or contracts made with a nongovernmental organization.
 - C. **Subcontracts:** Any subcontracts with another organization or consulting agreements with an individual or firm for any amount must be approved by MOOR in writing prior to execution. A copy of each executed subcontract or consulting agreement must also be submitted to MOOR. The Grantee must ensure that all subcontracts and consulting agreements are subject to and in compliance with the terms of the Agreement.
 - D. **Project Revisions:** Except as expressly stated in the Agreement, any changes to the Grantee's proposal, budget, or monitoring and data tracking plan must receive prior written approval from MOOR. All requested revisions shall be submitted to MOOR in writing via a Modification Request, which must contain an explanation of the rationale for the requested revision(s).
9. **Invoicing:** In order to receive any funding, the Grantee is required to provide a project report and reimbursement request no later than July 31, 2026. The reimbursement request should clearly show the name and address of the State agency being billed. Each invoice must contain the vendor's name, remittance address, and federal taxpayer identification number or, if owned by an individual, his/her social security number. The invoice should be submitted via the form provided by MOOR. All requests for reimbursements must include sufficient supporting documentation to show evidence of adherence to budget justifications and that the expenses have been paid.

10. Evaluation and Grant Monitoring:

A. **External Evaluation.** The Grantee agrees to participate in an external evaluation of MOOR's grant programs, including assisting with any data collection and information gathering required, such as participation in surveys, site visits, meetings, and interviews with MOOR. In the event of a subcontract, the Grantee must incorporate Section 10 into any agreement.

B. **Grant Monitoring:**

1. MOOR will require the Grantee to submit to MOOR a completed Project Report and complete performance measures with sufficient supporting documentation.
 - a. The Grantee must use the reporting templates provided by MOOR. Reports in other formats will not be accepted.
 - b. The Project Report must be provided to MOOR no later than July 31.
2. If the Grantee identifies a problem or barrier to meeting project goals as set forth in the proposal, the Grantee shall notify MOOR in writing immediately. Notification shall include specific strategies to deal with or overcome the problem or barrier and shall include any required revisions to the proposal or budget. Upon approval by MOOR, the proposed revisions shall be incorporated as amendments to the existing proposal or budget. Unless and until a proposed revision is approved by MOOR, the Grantee shall be responsible for completing all goals and objectives, as set forth in the existing proposal.
3. If MOOR determines that the Grantee's quarterly reports fail to comply with the requirements set forth in the Agreement, MOOR will notify the Grantee in writing. Following such a notification, the Grantee shall have 30 days to provide new or additional documentation or information that responds to the deficiencies noted. If the Grantee fails to provide documentation or information satisfactory to MOOR, it may result in the suspension of further funding until satisfactory reporting is achieved and could result in cancellation of grant funds.
4. Should the Grantee receive funding from another source for the same project or a portion of the project, the Grantee shall notify MOOR in writing of the other funding source and provide the dollar amount and award conditions for the additional funding. Should this additional funding impact the manner or timing of grant funding from MOOR, the Grantee shall provide MOOR with a proposed revision to the proposal and budget, which reflects the incorporation of activities and funding from the other source and may include alterations to the goals, objectives, and timelines set forth in the existing proposal and budget. Upon approval by MOOR, the revision(s) to the proposal and budget shall be incorporated as amendments to the existing proposal.
5. All provisions related to grant reporting and monitoring noted above should be incorporated into any subcontract agreements.

11. **Financial Records:** The Grantee agrees to maintain complete records of revenues and expenses for the project, together with appropriate supporting documentation. These records shall indicate precisely how the grant funds were expended by the Grantee and shall be included by the Grantee in submission of quarterly reimbursement requests. MOOR, at its expense, may audit or have audited the records of the Grantee insofar as they relate to the disposition of the funds awarded by MOOR, and the Grantee shall provide all necessary assistance in connection therewith. Records must be kept for at least four years after completion of the grant. In addition to those records referred to above, records to be kept and maintained for this period include all invoices, bills of sale, receipts, payroll reports, and employee time sheets. This provision must also be incorporated into any subcontracts.
12. **Performance Records:** The Grantee agrees to maintain complete records of program implementation and performance for the project, together with appropriate supporting documentation. These records shall indicate how the program was implemented, whom the program served, and include outcome measures, in accordance with the Grantee's proposal. MOOR, at its expense, may audit or have audited the records of the Grantee insofar as they relate to program performance and implementation, and the Grantee shall provide all necessary assistance in connection therewith. Records must be kept for at least four years after completion of the grant. This provision must also be incorporated into any subcontracts.

13. Publicity:

- A. **Press Announcements:** Prior to release, the Grantee Organization shall submit to MOOR for review drafts of press releases announcing the grant or reporting project accomplishments or findings. In any press release concerning or mentioning this project, the Grantee Organization must acknowledge MOOR's support as follows: *Supported by grant funding provided by Maryland's Office of Overdose Response. The views presented here are those of the grantee organization and not necessarily those of MOOR, its Special Secretary of Overdose Response, or its staff.* Exceptions may be given for reiteration of previously approved Federal or State messaging. Please review with MOOR prior to publication.
- B. **Publications:** The Grantee Organization shall submit to MOOR an electronic copy of any publications, advertisements, or other outreach produced under the grant.
- C. **Acknowledgements:** In any publications or media resulting from this project, the Grantee Organization must acknowledge MOOR's support as follows: *Supported by a grant provided by Maryland's Office of Overdose Response. The views presented here are those of the grantee organization and not necessarily those of MOOR, its Special Secretary of Overdose Response, or its staff.* In video publications, this acknowledgment may be presented as text. Exceptions may be given for reiteration of previously approved Federal or State messaging. Please review with MOOR prior to publication.
- D. **Copyright Interests:** All copyright interests in materials produced as a result of this grant are owned by the Grantee Organization. MOOR, however, retains a royalty-free,

nonexclusive, and irrevocable license to reproduce, publish, and otherwise use and to authorize others to use any such materials for MOOR purposes. Such licenses include posting the materials on MOOR's website.

14. **Limitations:** Except as stated in the Agreement, MOOR has no obligation to provide other or additional support to the Grantee for this or any other project or purpose.
15. **Human Subjects:** If the grant is to be used in whole or in part for research involving human subjects, the Grantee hereby certifies that an institutional review board, which applies the ethical standards and the criteria for approval of grants set forth in U.S. Department of Health and Human Services policy for the protection of human research subjects (45 CFR part 46, as amended from time to time), has determined that the human subjects involved in this grant will not experience risk over and above that involved in the normal process of care and are likely to benefit from the proposed research program.
16. **Non-Discrimination:** The Grantee may not discriminate against any employee or applicant for employment because of race, color, religion, creed, age, sex, national origin, disability, sexual orientation, gender identification, marital status, ancestry genetic information, any otherwise unlawful use of characteristics, or any other prohibited basis of discrimination by applicable laws and certifies that its Constitution or by-laws contains a non-discrimination clause consistent with the Governor's Code of Fair Practices.
17. **Collusion or Other Offenses:** The person executing the Agreement on behalf of the Grantee certifies, to the best of that person's knowledge and belief, that:
 - A. Neither the Grantee, nor any of its officers or directors, has engaged in collusion with respect to the Grantee's application for the grant or the Agreement or has been convicted of bribery, attempted bribery, or conspiracy to bribe under the laws of any state or of the United States;
 - B. The Grantee has not employed or retained any person, partnership, corporation, or other entity, other than a bona fide employee or agent working for the Grantee, to solicit or secure the grant or this Agreement, and the Grantee has not paid or agreed to pay any such entity any fee or other consideration contingent on the making of the grant or the Agreement;
 - C. The Grantee, if incorporated, is registered or qualified in accordance with the Corporations and Associations Article of the Annotated Code of Maryland, is in good standing, has filed all required annual reports and filing fees with the Department of Assessments and Taxation, and the Department of Labor, and has paid or arranged for the payment of all taxes due to the State;
 - D. No money has been paid to or promised to be paid to any legislative agent, attorney, or lobbyist for any services rendered in securing the passage of legislation establishing or appropriating funds for the grant; and

- E. Neither the Grantee, nor any of its officers or directors, nor any person substantially involved in the contracting or fund-raising activities of the Grantee, is currently suspended or debarred from contracting with the State or any other public entity or subject to debarment under the Code of Maryland Regulations, COMAR 21.08.04.04.

18. Indemnification

- A. To the extent permitted by State law, the Grantee shall hold harmless and indemnify MOOR, and the State of Maryland from and against any and all losses, damages, claims, suits, actions, liabilities, and/or expenses, including, without limitation, attorneys' fees and disbursements of any character that arise from, are in connection with or are attributable to the performance or nonperformance of the Grantee or its subcontractors under this Agreement.
- B. This indemnification clause shall not be construed to mean that the Grantee shall indemnify MOOR and the State of Maryland against liability for any losses, damages, claims, suits, actions, liabilities, and/or expenses that are attributable to the sole negligence of MOOR, the State of Maryland, or the State's employees.
- C. MOOR, and the State of Maryland have no obligation to provide legal counsel or defense to the Grantee or its subcontractors in the event that a suit, claim, or action of any character is brought by any person not party to this Agreement against the Grantee or its subcontractors as a result of or relating to the Grantee's performance under this Agreement.
- D. MOOR, and the State of Maryland have no obligation for the payment of any judgments or the settlement of any claims against the Grantee or its subcontractors as a result of or relating to the Grantee's performance under this Agreement.
- E. The Grantee shall immediately notify the Project Officer of any claim or lawsuit made or filed against the Grantee or its subcontractors regarding any matter resulting from, or relating to, the Grantee's obligations under the Agreement, and will cooperate, assist, and consult with MOOR, and the State of Maryland in the defense or investigation of any claim, lawsuit, or action made or filed against MOOR, or the State of Maryland as a result of, or relating to, the Grantee's performance under this Agreement.
- F. This Section 18 shall survive termination of this Agreement.

19. General Provisions and Governing Law:

- A. The Grantee shall comply with Md. Ann. Code, State Finance and Procurement Art. §§ 7-402 and 7-403, as applicable.
- B. The laws of Maryland shall govern the interpretation and enforcement of the Agreement.
- C. The Agreement shall bind the respective successors and assigns of the parties.

- D. The Grantee may not sell, transfer, or otherwise assign any of its obligations under the Agreement, or its rights, title, or interest in the Agreement, without the prior written consent of MOOR.
 - E. No amendment to the Agreement is binding unless it is in writing and signed by all parties.
 - F. The Agreement is not subject to the Administrative Procedure Act, Md. Code Ann., State Gov't Art. §§ 10-201, *et seq.*
20. **Public Document:** The Grantee understands that MOOR considers all documents provided to MOOR under the Agreement as public documents. The Grantee shall clearly indicate any document or any portion of a document that it believes is “confidential” at the time that it first provides the document to MOOR. The Grantee shall do so by stamping or marking the document as “**CONFIDENTIAL.**” Any such designation shall be accompanied by a written explanation of the applicable exception under the Maryland Public Information Act (“MPIA”), Md. Ann. Code, Gen. Prov. Art. §§ 4-101, *et seq.*, that supports the confidentiality of the document or the information contained therein. MOOR retains final authority over the decision to disclose documents or information provided by the Grantee in accordance with the MPIA.
21. **Postponement, Cancellation, Reversion, and Repayment of Grant Funds:**
- A. In addition to other powers set forth in the Agreement, MOOR may postpone or cancel unpaid installments and recover unspent grant funds if, in MOOR’s sole judgment, the Grantee becomes unable to carry out the purposes of the grant or ceases to be an appropriate means for accomplishing the purposes of the grant, violates any provision of the Agreement, uses grant funds in an inappropriate manner or in a manner inconsistent with the approved proposal, or, as set forth above in Paragraph 4.A., MOOR determines that the Grantee is not meeting the goals and objectives of the proposal or the requirements set forth in the Agreement. In the event that one or more of the above violations occur, MOOR shall provide the Grantee with written notice of the violation, and the Grantee shall have 30 days to cure the violation. Following such notice and opportunity to cure, MOOR shall notify the Grantee of its decision in writing via first-class United States mail. If MOOR’s decision includes an order of reversion, then, subject to subsection C of this Paragraph, the Grantee shall return any portion of grant funds received but not expended within thirty days after MOOR’s decision is mailed.
 - B. In addition to the powers and remedies set forth in Paragraph A, if MOOR determines that the Grantee violated any provision of the Agreement or used grant funds in an inappropriate manner or in a manner inconsistent with the approved proposal, MOOR may order the Grantee to repay any portion, up to and including the entire amount, of grant funds that have been disbursed to the Grantee. MOOR shall notify the Grantee of any such decision in writing via first-class United States mail.

- C. In the event that MOOR exercises its powers under Paragraphs A or B, the Grantee may appeal MOOR's decision in writing within thirty days of the date MOOR's decision is mailed to the Grantee. The appeal shall be directed to MOOR Special Secretary of Overdose Response. MOOR shall notify the Grantee of its decision on the appeal in writing via first-class United States mail. MOOR's decision on any appeal is final.
- D. Failure to repay or return any remaining balance from an advance payment grant within 30 days of final reconciliation will result in the outstanding account balance being considered past due. An account is considered delinquent at 90 days past due. In accordance with COMAR Title 17, MOOR is required to forward all delinquent accounts to the State Central Collection Unit (SCCU). Once a balance has been transferred to SCCU, a collection fee of 17 percent is added to the total amount due.

22. Debarment

- A. The Grantee may be debarred from entering into a grant agreement with MOOR if any of its officers, partners, controlling stockholders, principals, or other persons substantially involved in its grant or contracting activities has been:
 - 1. Convicted under the laws of the State of any of the following offenses, committed in furtherance of obtaining a grant or contract with a public body:
 - (i) Bribery;
 - (ii) Attempted bribery; or
 - (iii) Conspiracy to bribe;
 - 2. Convicted under any state or federal law of a criminal offense, other than bribery, incident to obtaining, attempting to obtain, or performing a public or private grant or contract;
 - 3. Convicted under any state or federal law of fraud, embezzlement, theft, forgery, falsification or destruction of records, or receiving stolen property;
 - 4. Convicted of a criminal violation of a state or federal antitrust statute;
 - 5. Convicted of a conspiracy to commit any act or omission that would constitute grounds for conviction or liability under any law described in sections 1.-4. of this paragraph; or
 - 6. Debarred from federal contracts under the Federal Acquisition Regulation, as provided in 48 C.F.R. Chapter 1.
- B. Additionally, the Grantee may be debarred from entering into a grant agreement with MOOR if MOOR finds that the Grantee has deliberately failed, without good cause, to perform in accordance with the specifications or within the time provided in the Grant Agreement, or has failed to perform, or performed unsatisfactorily, in accordance with

the terms of one or more grants within the preceding 5 years unless the failure to perform or the unsatisfactory performance was caused by acts beyond the control of the Grantee.

- C. The Grantee also may be debarred for any other cause MOOR determines to be so serious as to affect the integrity of MOOR's grant-making process, including, for example, and not by limitation, intentional misrepresentations or omissions in a letter of intent or grant application submitted to MOOR.

[This space is intentionally left blank]

Acceptance of Terms and Conditions: The Agreement shall be signed by the Special Secretary of Overdose Response, the Project Officer, and the individual legally authorized to execute contracts on behalf of the Grantee, signifying agreement to comply with all of the terms and conditions specified above.

The above terms and conditions of the grant are hereby accepted and agreed to as of the date specified:

For: **Maryland Office of Overdose Response**
Grantor

By: _____
Emily Keller Date
Special Secretary of Overdose Response

For: **[Organization Name]**

By: _____
Signature of Project Officer Signature of Authorized Official
(if different from the Authorized Official)

Name	_____	Name	_____
	_____		_____
Title	_____	Title	_____
	_____		_____
Date	_____	Date	_____

This form grant agreement was approved for form and legal sufficiency by Musa Eubanks, Acting Principal Counsel, on January 8, 2024, and may be used without further signature as long as the agreement is used without substantial modification.

Attachments:

Attachment 1 – Grantee's Proposal, dated {{submission date}}

Attachment 2 – Budget as presented and approved by MOOR

Attachment 3 - Updated Performance Measures for grant reporting, if applicable