

## Timeline of Deliverables/Milestones

Activity Dates	Activity/Deliverable/Milestone	Person(s) Responsible	Payment
8/1/23- 9/15/23	Publicly post a Request for Proposal to bid out the scope of the program, in a fair and open process, in compliance with local public contract law, and award to a service contractor	Authorized Official, Program Manager(s)	The Opioid Response Team program will be utilizing \$240,000 of Opioid Settlement Funds for a period of one year. This will be paid out as a reimbursement, based on submitted invoices, in line with the scope of work in the RFP.
10/1/23 – ongoing	<p>Ongoing Planning Phase</p> <ul style="list-style-type: none"> <li>- Convene and attend meetings with law enforcement EMS and mental health and substance abuse partners, New Jersey State Police Opioid Task Force, and community partners</li> <li>- Enter into MOU's with all task force partners and agreements with providers</li> <li>- Schedule bi-weekly meetings Zoom meetings with partners to address implementation details</li> <li>- Plan monthly outreaches</li> <li>- Draft or update new or existing policy(ies), protocol(s) and/or operational plan(s) regarding the implementation of the response teams</li> <li>- Continue to develop and procure informational pamphlets, cards, and electronic access to information regarding treatment, and Narcan kits</li> </ul>	Program Manager	N/A

9/1/23-ongoing	<p>Training Phase</p> <ul style="list-style-type: none"> <li>- Coordinate training amongst law enforcement and partners included but not limited to addiction specialists. This will be an ongoing component as the Police Department hires new employees, and the bid awardee onboarding new employees</li> </ul>	Program Manager	N/A
9/1/23- ongoing	<p>Implementation Phase</p> <ul style="list-style-type: none"> <li>- Continue the implement 24/7 opioid response teams to respond to opioid related incidents</li> <li>- Continue community education – work with higher education partners to utilize technology in a non-traditional manner (such as geo-fencing) for greater outreach</li> <li>- Conduct an evaluation based on benchmarks</li> </ul>	Program Manager	N/A
9/1/23 – closeout	<p>Evaluation Phase – Program manager/outside evaluator</p> <ul style="list-style-type: none"> <li>- Conduct quarterly evaluations on programmatic success</li> <li>- Evaluator will create a formal report on the program success and non-successes, so the City of Trenton can make changes to the program as needed</li> <li>- The program manager will submit the mandatory state reporting to NJDOH</li> </ul>	Program Manager/outside evaluator	\$6,000