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Opioid Settlement Fund LOI Rubric

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Start	Preview	Complete

Thank you for your service with the Opioid Community Council. Your knowledge and expertise are vital to ensuring the funds are used strategically to support treatment, recovery and prevention efforts in the City of Charleston.

Conflict of Interest Reminder

To maintain the integrity, fairness, and transparency of the opioid settlement funding process, Opioid Community Council members must disclose any actual, potential, or perceived conflict of interest related to an applicant, program, or funding request. A conflict of interest may exist when a Council member, an immediate family member, employer, business associate, or organization with which the member is affiliated could directly or indirectly benefit from a funding decision. Council members are expected to disclose such relationships as soon as they become aware of them and must recuse themselves from the review, scoring, discussion, recommendation, or voting related to the affected application. All disclosures and recusals will be documented to help ensure funding recommendations remain objective, equitable, and in the best interest of the community.

I have read and understand the Conflict of Interest Statement and agree to disclose any actual, potential, or perceived conflicts of interest. I understand that failure to disclose a conflict may result in removal from the review process.

Confidentiality Reminder

All submissions, scores, and related materials must be treated as strictly confidential. Council members are expected to respect the privacy of all individuals involved and to maintain discretion regarding any feedback, comments, or discussions that take place during the application review process. No information should be shared outside of the council unless expressly authorized.

I have read and understand the Confidentiality Statement and agree to maintain the confidentiality of all application materials, discussions, scores, funding recommendations, and other information obtained through the review process.

Reviewer Identification

Reviewer Name

Agency & Program Reviewed

Funding Category

- Prevention
- Treatment
- Recovery

Target Population and Reach

Does the applicant clearly identify who will be served and demonstrate meaningful impact within Charleston?

- Clearly defines the target population and demonstrates meaningful reach and impact among Charleston residents.
- Identifies the target population but provides limited information about reach, need, or service volume.
- Provides only a general description of who will be served with little information about impact or reach.
- Does not clearly identify the population to be served.

Strengths:

Opportunities:

Alignment with Approved Uses & Funding Priorities

How well does the program align with Schedule B approved uses and opioid abatement objectives?

- Demonstrates strong and direct alignment with approved opioid abatement strategies and funding priorities.
- Shows moderate alignment but lacks a clear connection between activities and funding priorities.
- Demonstrates limited alignment with approved uses or priorities.
- Does not adequately describe the program or proposed services.

Strengths:

Opportunities:

Community Need & Problem Statement (10 Points)

Does the applicant clearly identify an opioid-related need, service gap, or community challenge within the City of Charleston?

- Clearly identifies a significant opioid-related need or service gap in Charleston and provides strong support for the proposed program.
- Identifies an opioid-related need but provides limited detail, local context, or supporting evidence.

- Mentions a general need but provides minimal explanation of the problem or its relevance to Charleston.
- Does not clearly identify an opioid-related need or service gap.

Opportunities:

Strengths:

Program Design & Evidence-Based Approach (10 Points)

Are the proposed services well designed and informed by evidence, best practices, or proven approaches?

- Presents a clear program model supported by evidence-based, evidence-informed, or promising practices likely to achieve intended outcomes.
- Describes program activities but provides limited information about the evidence or rationale supporting the approach.
- Provides a vague program description with little indication of how activities will address the identified need.
- Does not adequately describe the program or proposed services.

Strengths:

Opportunities:

Outcomes & Evaluation

Can the applicant demonstrate meaningful outcomes and the ability to measure impact?

- Includes clear, measurable outcomes and demonstrates a strong ability to collect data and evaluate program impact
- Identifies intended outcomes but provides limited information about measurement methods or evaluation capacity.
- Provides vague outcomes or limited evidence of how success will be measured.
- Does not identify outcomes or a plan for measuring impact.

Strengths:

Opportunities:

Use of Funds & Feasibility

Is the funding request reasonable and likely to support successful implementation?

- Clearly explains how funds will support eligible program activities and demonstrates strong readiness to successfully implement the proposed work.
- Provides a general explanation of funding use but leaves some questions regarding feasibility or implementation.
- Provides limited detail regarding the use of funds or the program's ability to implement proposed activities.
- Does not adequately explain the funding request or demonstrates significant feasibility concerns.

Strengths:

Opportunities:

Summary

Total Score (out of 60): 0

Should this program move forward to the full grant application?

- Strongly Recommend Recommend Recommend with Reservations Do Not Recommend

Why?

PREVIEW

SUBMIT



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[Day of Caring \(/day-caring-2026\)](#)

[Equal Footing Shoe Fund \(https://fundraise.givesmart.com/form/O2zfrA?preview=1&vid=113upt\)](https://fundraise.givesmart.com/form/O2zfrA?preview=1&vid=113upt)

[Great Rubber Duck Race \(https://www.duckrace.com/charleston\)](https://www.duckrace.com/charleston)





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LOCATION

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