



COAC Round 4 Infrastructure Funding Opportunity

Appendix A: Glossary of Terms

Term	Definition
Administrative Costs (not to exceed 10% of total budget request)	<p>Administrative Costs are expenses directly associated with the management and oversight of opioid settlement funds. Administrative costs are only incurred or necessary in connection with the receipt or oversight and administration of opioid Settlement funds.</p> <p>Administrative Costs include, but are not limited to:</p> <ul style="list-style-type: none">• Grant & contract administration• Fiscal oversight, management, and accounting• Legal or audit services related to opioid fund management <p>Administrative Costs shall not exceed 10% of actual costs expended by the recipient or 10% of the amount received, whichever is less. To calculate the 10% cap on Administrative Costs: Take the total budget request and multiply it by 0.10. That revised figure will indicate the maximum amount of funding that an Applicant can request for Administrative Costs.</p> <p>Note: Administrative Costs are separate from Indirect Costs, which are also defined in this Glossary. Administrative Costs are generally intended for the government entity (Regional Opioid Abatement Council, Local Government, or State Agency) responsible for oversight, reporting, and fiscal management, as described above, whereas Indirect Costs are primarily intended for the organization(s) responsible for delivering a project/program.</p>
Applicant	<p>The entity that will submit the application, accept the Infrastructure Share award, receive the disbursed funds, be responsible for funds management and ensure required reporting is submitted.</p>
Approved Uses	<p>Approved Uses (opens PDF) 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>



COAC Round 4 Infrastructure Funding Opportunity

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 spend all awarded funds. 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 coac@coag.gov to the prospective Awardees.
Award Letter	<p>The official letter sent from coac@coag.gov to Awardees detailing the terms of the award. The Award Letter will be generated after COAC has made its final determinations.</p> <p>Please note that Infrastructure Share funds cannot be used to cover any costs that were incurred before the Award Date.</p>
Budget and Workplan	<p>The Budget and Workplan, which is available as a template on the COAC webpage (opens webpage), provides a comprehensive summary of an Applicant's budget proposal, as well as the goals, activities, and deliverables of the project/program.</p> <p>The Budget and Workplan are housed within the same Excel document but are separated by two different tabs. Using the provided template, the Budget and Workplan should be submitted as an Excel document, not a PDF.</p>
Capital Assets	<p>Capital Assets are property having a useful life beyond one (1) year. Capital Assets include but are not limited to the following types of assets:</p> <ul style="list-style-type: none"> - Land, any amount - Land improvements and infrastructure over \$50,000 - Buildings constructed or purchased over \$50,000 - Building improvements over \$50,000 - Rental (leasehold) improvements over \$50,000 - Equipment [with per-unit-acquisition cost greater than \$10,000 and lifecycle greater than one (1) year] - Vehicles and trailers, any amount
Colorado Opioid Settlement Memorandum of Understanding (MOU)	The Colorado Opioid Settlement Memorandum of Understanding (opens PDF) establishes the framework for distribution and oversight of Opioid Funds.



COAC Round 4 Infrastructure Funding Opportunity

Colorado Opioid Abatement Council (COAC)	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.
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 https://coag.gov/app/uploads/2023/04/COAC-Infrastructure-Share-Remedial-Procedures-10.17.22-Adopted-11.10.22.pdf
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.
Equipment	Equipment refers to tangible personal property (including information technology systems) having a useful life of more than one (1) year and a per-unit acquisition cost greater than \$10,000. All other items, valued at \$10,000 or less, should likely be categorized as “Materials & Supplies.”
Expenditures	Funds that have been disbursed by all parties (Awardees and Implementing Organizations) involved.
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.”



COAC Round 4 Infrastructure Funding Opportunity

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 an Infrastructure award, which entails submission of annual expenditure reporting. The Awardee is responsible for promptly notifying the DOL should there be a change in Fiscal Contact.
Implementing Organizations	<p>Entities responsible for delivering a project/program, which may include the Applicant (Organization), along with the other partners involved in a collaborative application.</p> <p>Nongovernmental entities, such as non-profit organizations, may not directly apply for funding but may be listed as a sub-awardee ("Implementing Organization") on a collaborative application submitted by an eligible entity.</p>
Indirect Costs (not to exceed 10% of total budget request)	<p>Indirect Costs are costs incurred in connection with a program or activity that are not readily assignable to a particular program/activity but are necessary to the operation and/or the performance of a program/activity.</p> <p>Indirect Costs may include, but are not limited to:</p> <ul style="list-style-type: none"> • Facility operation and maintenance • Leadership and human resources staff • Office materials and supplies • Asset depreciation <p>With respect to the Infrastructure Share, Indirect Costs shall not exceed 10% of the total funds requested in the Budget and Workplan. To calculate the 10% cap on Indirect Costs: Take the total budget request and multiply it by 0.10. That revised figure will indicate the maximum amount of funding that an Applicant can request for Indirect Costs.</p> <p>Note: Indirect Costs are different than Administrative Costs, which are separately defined in this Glossary. Indirect Costs are primarily intended for the organization(s) directly responsible for delivering a project/program, whereas Administrative Costs are generally intended for the governmental entity sponsoring the project/program.</p>
National Administrators	Refers to the various third-party entities responsible for the direct disbursement of national opioid Settlement funds.



COAC Round 4 Infrastructure Funding Opportunity

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 a project/program proposed in an application.
Regional Opioid Abatement Councils (ROACs)	The Regional Opioid Abatement Councils (ROACs) were formed by county and municipal governments to create governing bodies 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]
Statewide Infrastructure Share	“The purpose of the Statewide Infrastructure Share is to promote capital improvements and provide operational assistance for developing or improving the infrastructure necessary to abate the opioid crisis anywhere within the State of Colorado. The Statewide Infrastructure Share is intended to supplement Opioid Funds received by any Party or Region.” [Section (G)(2) of the MOU]
Sustainability	Sustainability shall refer to the use of Opioid Funds for capital projects or operational programming that work to abate the opioid crisis and that can continue to function without future Opioid Funds.