



FUND FOR DRUG POLICY REFORM  
2004 TARGET AREAS

Harm Reduction  
Request for Proposals Guidelines

*The Fund for Drug Policy Reform promotes innovative approaches to reduce the harms of both drug use and drug prohibition, and to increase public and political support for alternatives to the war on drugs.*

The Fund for Drug Policy Reform, as part of its commitment to develop a drug policy based on harm reduction, health protection and human rights, announces continued support for community efforts to reduce the spread of syringe-borne diseases among injection drug users and curb incidences of fatal heroin overdose in the United States.

Tides' total resources for harm reduction, including needle exchange, are reduced from previous years due to dramatic changes in the economic and political environment, and cuts in funding. Therefore, the already highly competitive Fund for Drug Policy Reform harm reduction grants program will continue to be as competitive as last year. In this time of reduced resources, the difficult truth is that it will not be possible to award grants to all deserving programs including those that have received funding in the past. Tides will continue to fundraise to support harm reduction now and in the future.

### Grant Applicants

Given our limited resources this year, it is our hope to sustain quality programs that have a demonstrated history of delivering materials and services to high-risk, high-need populations, rather than seeking to explore new horizons during this grant cycle. Therefore, we invite proposals from organizations with programs that have been in existence for more than two years. **Applicants must demonstrate that the grant will be used to serve a population of high-risk injection drug users or others at high-risk of fatal overdose.**

The Fund will make project-specific grants to organizations whose interventions focus on **syringe provision or naloxone by prescription. Funds may be used primarily:**

1. To purchase and distribute materials to drug users that they will use to protect their health and the health of others, meaning primarily syringes and naloxone by prescription;
2. For costs associated with delivery of syringes or naloxone by prescription, such as rent, salaries and mileage, if the applicant demonstrates that the deliverables themselves are obtained with other funds or by other means.

Please note: Education projects, media, research and evaluation will be given a lower priority during this cycle. (For policy and other interventions, please review the criteria for the other Drug Policy Reform 2004 grantmaking sub-cycles.

**Priority will be given to harm reduction programs with annual budgets between \$30,000 and \$250,000:**

1. Harm reduction programs that are part of larger organizations whose total annual budget exceeds \$250,000 may apply to Tides if the applicant can demonstrate that the funds of the parent agency are not reasonably available for the harm reduction project at this time.
2. Harm reduction programs with annual budgets that exceed \$250,000 may apply, although they are not a priority, if the applicant can demonstrate that funds are crucially needed to serve a high-risk population in a cost effective manner. Such programs will not, however, be a priority for this highly competitive funding cycle.

Tides wishes the best of luck to all applicants and other harm reduction workers and volunteers who continue to struggle against the odds to provide humane and effective services and support to communities in need.

**Grants will be capped at \$20,000. All requests will be considered for calendar year 2005**

**Organizations may submit one proposal only.**

**DUE to Tides Foundation, New York Office by 5:00 PM Eastern Standard Time, Friday, October 15, 2004**

**\*\*\*Tides prefers [electronic copies](#) vs. hard copy but *please contact us if this is unavailable*\*\*\***

**harmreduction@tides.org • 212.509.1049 ext 225**

**Incomplete proposals will not be considered in this cycle.** A completed proposal to the Harm Reduction Target Area consists of:

- a) A completed NNG common grant application including \*:
  - Cover Sheet
  - Narrative (parts A and B)
  - Attachments (all information requested in Sections A, B & C)
- b) Please incorporate the supplemental information requested below into your narrative:

The narrative must provide the review panel with a complete picture of why your organization is best suited to help address the health protection needs of a specific at-risk population, and how you intend to use the resources of this grant to carry out specific actions and programs to ameliorate risk in your target population.

In the narrative, in addition to whatever information you consider important, please remember to address the following (this is a minimal standard, to exclude any one of these questions significantly reduces the chances of funding):

1. Applicants should describe in detail the risk behaviors or environmental issues their intervention will seek to ameliorate, and detail exactly which actions, approaches or strategies they will use to mitigate risks. If you are incorporating multiple strategies, or timed phases of action, please provide adequate detail of how each strategy will be implemented, and if appropriate, a time-line of when actions will take place;
2. Programs must demonstrate in their narrative that they have experience in and capacity to deliver materials to communities of active injection drug users;
3. Applicants should be able to document the size of the population that they currently serve;
4. Applicants should be able to reliably estimate the size of the population they intend to serve;
5. Applicants should be able to reliably estimate the incidence and prevalence of the problems they wish to address, HIV, hepatitis C, fatal or non-fatal drug overdoses;
6. Applicants should describe what benchmarks or tools they will use to self-evaluate their effectiveness in meeting goals of reducing risk in their target populations. (It is not the intention of Tides that applicants should set aside significant funding for evaluation—only that applicants should indicate what their goals are in terms of targets, and how the applicant will gauge their own successes and/or set-backs);
7. If applicants are working in collaboration with other entities, please provide complete contact information for staff at that program in charge of collaboration.
8. Applicants should indicate what other programs, if any, serves the target population, and whether those other programs address any of the needs covered by the grant application.

- c) Budget Justification:

1. Programs must provide a detailed budget justification separate from the written narrative, explaining how the funds will be used, including how many units of syringes, naloxone, hours, rent, etc will be purchased and at what cost (Example:  $\frac{1}{4}$  salary for a full-time outreach worker at \$30,000 = \$7,500, or 100,000 syringes at \$.08 per syringe = \$8,000). The budget justification should reflect costs that are identified in the narrative description of the specific intervention.
2. Programs must demonstrate that the grant is being used in a cost-effective manner. Programs serving small populations will likely receive smaller grants than those who serve larger populations, if the interventions are substantively similar.

- d) A copy of the organization's 501(c) 3 letter. If you do not have 501(c) 3 status, then include a letter from your fiscal sponsor stating its fiscal sponsorship relationship with your organization and a copy of the fiscal sponsor's 501(c) 3 letter.

- e) A list of funders from the last three years.

\* Please submit all materials in an electronic format via email. If this is unavailable to you, please contact Tides at:  
[harmreduction@tides.org](mailto:harmreduction@tides.org) • 212.509.1049 ext 225

## Restrictions on Grantmaking

- The Fund does not support the production of videos or films.
- The Fund does not support the writing and publication of books and other publications but may consider strategic distribution of publications.
- The Fund does not support capital expenditures.
- The Fund does not support dissertations, postgraduate work or research.
- The Fund will not provide support to individuals. In particular, journalistic and academic projects are not supported.
- The Fund will not support direct service projects outside of the U.S. (Naturally, this does not apply to organizations responding to the Latin America Target Area RFP.)
- The Fund does not support traditional abstinence-only treatment programs.

## About Tides Foundation

Tides Foundation, which has its National Office in San Francisco and additional offices in Washington, DC and New York City, partners with donors to increase and organize resources for social change. We facilitate effective grantmaking programs, create opportunities for learning, and build community among donors and grantees.

Tides Foundation actively promotes change toward a healthy society, one which is founded on principles of social justice, broadly shared economic opportunity, a robust democratic process, and sustainable environmental practices. Tides Foundation believes healthy societies rely fundamentally on respect for human rights, the vitality of communities, and a celebration of diversity.

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