**Maine Recovery Council Letter of Intent**

**Frequently Asked Questions**

1. **What is a Letter of Intent?**

The Letter of Intent is the first part of the Council’s grant application process. To be considered for grant funding, an organization must submit a Letter of Intent.

1. **Who is eligible to submit a Letter of Intent?**

Any organization or entity can submit a Letter of Intent, including, but not limited to: 501(c)(3) non-profits, 501(c)(4) non-profits, for-profit entities, public & private schools, and units of government (including tribal governments).

1. **What happens after submitting a Letter of Intent?**

The Council (or Committee) will review all complete and on-time Letter of Intent submissions and determine which, if any, organizations and projects/programs will be invited to apply for grant funding by submitting a full proposal, as well as the amount of funding available for each application. The Council expects to provide a form of application through which full proposals may be submitted.

1. **What is the maximum amount of funding an organization can request?**

The Council has not determined a minimum or maximum award amount for grant applications at this time.

1. **Will the Council fund my full proposal?**

If the Council, as a result of its review of the submitted Letters of Intent, determines to invite you to submit a full application, the Council will determine which part(s) of your proposed project described in your Letter of Intent will be considered in a full grant application. The Council may offer a different amount of funding in the full grant proposal application than requested in an organization’s Letter of Intent. Organizations and entities submitting a Letter of Intent are encouraged to propose funding amounts that are realistic and appropriate considering the proposed project and the capabilities and capacity of the organization or entity.

1. **What projects are eligible for funding?**

The Memorandum of Understanding (“MOU”) directs the Maine Recovery Council to spend its money on the Approved Uses, which are identified as the opioid abatement activities described in Schedules A and B to the MOU.  You may find the MOU (along with its Schedules A and B) on the Attorney General’s website: <https://www.maine.gov/ag/opioids/>.

1. **How much grant funding is available?**

The Council’s goal is to allocate up to $12M in total funding for this grant application cycle.

1. **Can a single organization submit more than one Letter of Intent?**

Yes. An organization can submit a Letter of Intent for each unique project or program for which it is requesting funding.

1. **Can multiple organizations submit a single Letter of Intent?**

Yes, somewhat. Please have one organization submit the Letter of Intent as the parent/primary organization. When completing the LOI, please check “yes” on question 17: “Is your proposal the result of a local or regional planning process?” and upload supporting documentation that includes a brief overview of the partner organizations and summary of how the organizations will collaborate to achieve the proposed project’s activities and goals. Please also feel free to include additional documentation or information about the partner organization that would be helpful for the Council to review as part of the Letter of Intent submission.

1. **Should an organization looking to fund the same program at multiple different locations submit one or multiple LOIs?**

Multiple. Please submit a Letter of Intent for each program. As part of the review process, the Council will decide if your organization will be invited to apply for a grant, and if it is appropriate for your programs to apply together.