

## Virginia Higher Education Opioid Consortium (VHEOC)

### PROPOSAL TEMPLATE

DEADLINE FOR SUBMISSION (mm/dd/yyyy):

Submit Proposals to: [VHEOC@virginia.edu](mailto:VHEOC@virginia.edu)

DATE SUBMITTED (mm/dd/yyyy):

Questions? Call 434-243-2457

RESPONSE TO RFP #:

**\*Limit to Two Pages\***

**Submitted by** (Include name, title, department, email, phone number, and university affiliation)

**Lead Project Contact** (Include name, title, department, email, phone number, and university affiliation)

**Proposal Idea** (Use a descriptive title and an acronym)

*With this submission, the above-named university submits a proposal to the Virginia Higher Education Opioid Consortium (VHEOC) for the purpose of:*

**Proposed Project Timeline** (Note completion date on RFP; estimate duration of project activities in months)

#### Proposed Project Scope of Work

1. **USERS** [Who can and will use the results of your services?]:
2. **PROPOSED PROJECT METHODOLOGY & OUTCOMES** [What can DBHDS or the above-named CSB(s) expect from your services?]:

(continued on next page)

## VHEOC PROPOSAL BUDGET TEMPLATE

PROPOSAL TITLE:

**2. (cont. from page 1) PROPOSED PROJECT METHODOLOGY & OUTCOMES:**

**3. BUDGET ESTIMATE**

*(Please Note: When a proposal is selected for award, VHEOC will require a detailed budget, budget justification, DUNS number, and applicable IRB approvals.)*

Budget Category	\$ Amount
Personnel (salary/wages & fringe)	
Other Direct Costs	
Total Direct	
Indirect up to 26%	
Total Direct and Indirect	

**Project Personnel Detail:**

NAME	PROJECT ROLE	% Effort	Salary/Wages & Fringe
		Personnel Total =	

**Brief Budget Notes:**