Instructions: Using a maximum of up to eight (8) pages total for questions #1 through #11, please respond to all questions below to be considered for funding. Question #12 is not included in the eight-page limit.

The Project Summary is limited to one paragraph maximum; other questions have suggested lengths for responses to provide guidance, but are not meant as required minimums or maximums.

Please submit your narrative proposal as a PDF or Word document using the following formatting: one-inch margins, Arial 12-point font, single spacing, listing the question number, and header of each question (found in brackets, e.g. Project Summary).

1. [Project Summary] Please summarize your proposed project, including key goal(s), activities, expected impact, and amount requested. If funded under CHRI, this will be the paragraph used to publicly announce your award. [One paragraph maximum, no more than half page]

2. [Background and Context] Please describe your organization’s current work in harm reduction, including your accomplishments and any challenges that you currently face. Please also describe the community or communities that you propose to work with, including your experience in or with these communities and the challenges they face. [suggested length: half page]

3. [Organizational Capacity] Please describe your organization’s current capacity, including the composition of paid part-time or full-time staff and volunteers, finance and administrative roles/support, and any existing structures you have in place to manage grants and activities. Please include information on how your staffing composition mirrors populations with health disparities in your region, including racial/ethnic demographic information. [suggested length: half page]

4. [Project Goal(s) and Activities] Please describe your proposed project, including at least one main goal. Describe the activities you will undertake to meet your goal(s),
including a rough timeline, key people responsible, and your desired outcomes. [suggested length: one-two pages]

5. **[Deepening Engagement]** Please describe how your proposed project will increase your organizations’ ability to help participants access medical care, social service partners, and substance use disorder treatment. [suggested length: half page]

6. **[Harm Reduction Orientation]** Please describe how your project would advance the goals of harm reduction in your community, and how you have incorporated harm reduction principles and best practices in the design of your project (including any barriers or challenges). [suggested length: half page]

7. **[Inclusion of PWUD]** Please describe how people who use drugs are included in the development, implementation, and evaluation of your project. [suggested length: half page]

8. **[Health Equity/Centering Racial Justice]** Please describe how your project would contribute to increasing health equity and address racial justice in your community relevant to disparities based on economics (or poverty), race/ethnicity, other demographic data (or other vulnerable populations – such as serving sex workers or migrant communities) and/or geography. [suggested length: half page].

9. **[Partnerships]** Please describe the partnerships -- existing and/or new -- that will be necessary for your project's success. [suggested length: half page]

10. **[Monitoring]** Please describe how you will track and document progress on this project and measure its success. [suggested length: half page]

11. **[Learning]** Please describe what you hope that your organization learns from this project, and how this learning could contribute to other harm reduction projects in the region. [suggested length: half page]

12. **[Budget Justification]** Please describe the main components in your budget and how they are related to the project activities. [no suggested length and does not count towards maximum limit]