

General Application Milestones

THE ORGANIZATION RECEIVING FUNDING WILL SUBMIT QUARTERLY REPORTS TO ARORP. FUNDING IS FOR ONE YEAR.

All approved ARORP funding must be spent according to the funding recipient’s proposed budget as approved by ARORP. If the funding recipient fails to utilize the awarded opioid settlement dollars as specified in the approved budget, the funding recipient must return any misspent or unused funds. This includes any expenditure outside of the budget, and any funds allocated in the budget that were not spent as budgeted. Similarly, if the funding recipient does not complete the milestones agreed to by the funding recipient and ARORP at the time of the funding award, the funding recipient must return all awarded funds. Budget amendments are permissible but only if approved by the ARORP Director, and the ARORP Director may seek the additional approval of the ARORP Advisory Board for budget amendments at the Director’s discretion.

YEAR 1 PROJECT MILESTONES

QUARTER 1 (JAN 1 – MARCH 31, 2024)	DUE DATES	NOTES
Develop & Launch Take Back Campaign	March 31, 2024	Develop and launch strategy for targeted social media advertising, retargeting, mass market advertising, video content, promotional and educational materials, and PR activities.
Develop Data Tracking System	March 31, 2024	ARORP has provided the Redcap system.
Host Take Back Website & Complete Requested Updates	March 31, 2024	
QUARTER 2 (APRIL 1 – JUNE 30, 2024)	DUE DATE	NOTES
Launch Take Back Campaign	April 27, 2024	Targeted social media advertising, Retargeting, Mass market advertising, Video Content, Promotional and Educational Materials, PR Activities
Host Take Back Website & Complete Requested Updates	June 30, 2024	
Submit Q1 & Q2 ARORP report covering January 1, 2024 to June 30, 2024	July 15, 2024	
QUARTER 3 (JULY 1 – SEPTEMBER 30, 2024)	DUE DATES	NOTES
Continue Take Back Campaign	September 30, 2024	Targeted social media advertising, Retargeting, Mass market advertising, Video Content, Promotional and Educational Materials, PR Activities
Host Take Back Website & Complete Requested Updates	September 30, 2024	

Submit Q3 ARORP report covering July 1st, 2024 to September 30th, 2024	October 15, 2024	
QUARTER 4 (OCTOBER 1 – DECEMBER 31, 2024)	DUE DATE	NOTES
Complete 3 Take Back Videos	October 15, 2024	
Continue Take Back Campaign	December 31, 2024	Targeted social media advertising, Retargeting, Mass market advertising, Video Content, Promotional and Educational Materials, PR Activities
Host Take Back Website & Complete Requested Updates	December 31, 2024	
Attend annual ARORP evaluation meeting	Scheduled by ARORP.	
Submit Q4 ARORP report covering October 1 – December 31, 2024	January 15, 2025	