



**PLEASE NOTE: THIS DOCUMENT IS FOR  
PREVIEW/PLANNING PURPOSES ONLY. ALL REPORTS  
MUST BE SENT THROUGH THE CORE-NC PORTAL.**

Welcome to the **Annual Impact Report Portal** for the North Carolina opioid settlements. Under the Memorandum of Agreement (MOA), a local government that receives, holds, or expends Opioid Settlement funds must file an annual impact report within 90 days of the end of the fiscal year. The information you provide will be available to the public through the Community Opioid Resources Engine (CORE-NC).

**DEADLINE TO FILE THIS REPORT:** For the 2023–2024 fiscal year, the annual impact report must be uploaded to this portal by **September 27, 2024**.

**HOW TO FILE THIS REPORT:** There are two alternative portals used to file the report; and the portal you use depends on the amount of Opioid Settlement Funds your local government receives. This portal is for local governments that receive four-tenths of one percent (0.4 percent) or more of the total Local Government Allocation as listed in MOA **Exhibit G**. If your local government receives a lower percentage, please use the other portal: Visit Portal.

An overview of the information necessary to complete the Impact Report can be found [here](#). **Please make sure to have all the required information available before beginning this form.**

**REPORTING MEASURES FOR EACH STRATEGY:** If a local government receives four-tenths of one percent (0.4 percent) or more of the total Local Government Allocation as listed in MOA **Exhibit G** and disbursed any Opioid Settlement Funds in FY 23–24, the local government must then report process, quality, and outcome measures as well as demographic information using [this Excel workbook](#). **The Excel workbook must be uploaded along with your report.** Please [download the Excel workbook](#) and

complete it before beginning this form. More instructions can be found within the Excel workbook and also in this [Guide to the Measures Workbook for the Annual Impact Report](#).

HOW TO LEARN MORE: Learn more about this report in Part 5 of the FAQ about the MOA (found at the [NC MOA Resource Center](#)) or and in the MOA itself (sections F.6 as well as [Exhibit F](#) as modified by the NC MOA Coordination Group).

For questions about this form, please contact [opioidsettlement@unc.edu](mailto:opioidsettlement@unc.edu). For legal questions about the opioid settlements or MOA, please contact [opioidsettlement@ncdoj.gov](mailto:opioidsettlement@ncdoj.gov). For technical assistance planning, implementing, or evaluating strategies to address the opioid overdose epidemic, please contact [opioidsettlement@ncacc.org](mailto:opioidsettlement@ncacc.org).

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## **NEW WAYS TO SHARE YOUR PROGRESS!**

**For local governments that disbursed funds to support at least one strategy in FY 23-24, we've developed new and better ways to share your progress:**

**PROGRESS REPORT SPOTLIGHT:** Later this year we will launch a new "Local View" for each local government that receives Opioid Settlement Funds. Because of limited space on the "Local View" dashboard, only one strategy-specific PROGRESS REPORT will be featured on your "Local View" for each fiscal year. You will be asked to select which PROGRESS REPORT you would like to spotlight on your Local View. Be ready to make your selection before beginning the form.

**SUCCESS STORY SPOTLIGHT:** Because of limited space on the "Local View" dashboard, only one strategy-specific SUCCESS STORY from each local government's Impact Report will be posted on the CORE-NC "Local View" dashboard each fiscal year. You will be asked to select which SUCCESS STORY you would like to spotlight on your Local View. The progress report and success story you spotlight do not have to relate to a single strategy; you can spotlight a progress report relating to one strategy and a success story relating to a different strategy if you choose. Be ready to make your selection before beginning the form.

**STAGES OF IMPLEMENTATION:** In addition, you will be asked to indicate which "stage of implementation" best describes each strategy for FY 23-24:

- Exploration & Planning
- Preparation
- Initial Implementation
- Full Implementation
- Further Expansion

Though your response is optional this year, indicating the stage of implementation gives you a chance to contextualize your impact report data.

For example, you launched the program one month ago, just hired a staff member, and have not started serving community members yet. It would make sense that your “# of unique participants, who use opioids and/or have OUD, served” would be “0”.

If the stage of implementation for a strategy evolved during the course of the fiscal year, please indicate the stage of implementation that best describes your situation at the end of the year. When deciding which stage of implementation best describes your strategy, use your best judgment. There is no “right answer,” and no one will second-guess the stage of implementation you select for each strategy. This [Stages of Implementation](#) document offers definitions and examples of each stage.

If you would like to provide this optional information, please make sure you are prepared to do so before beginning the form. If you have questions about which stage of implementation to report, please contact the Opioid Settlement Technical Assistance Team at the NC Association of County Commissioners at [opioidsettlement@ncacc.org](mailto:opioidsettlement@ncacc.org).

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**Select your county/municipality.** If your county/municipality is not listed, you must use the other reporting portal found here.

Select the relevant **fiscal year** for this report.

Fiscal Year 2023-2024

Please provide the following **contact information** so that we may get in touch with you about your report. By submitting this Annual Impact Report, you attest that you are authorized by your local government to provide this information to CORE-NC.

Enter your name.

Enter your title.

Enter your organization.

Enter your email address.

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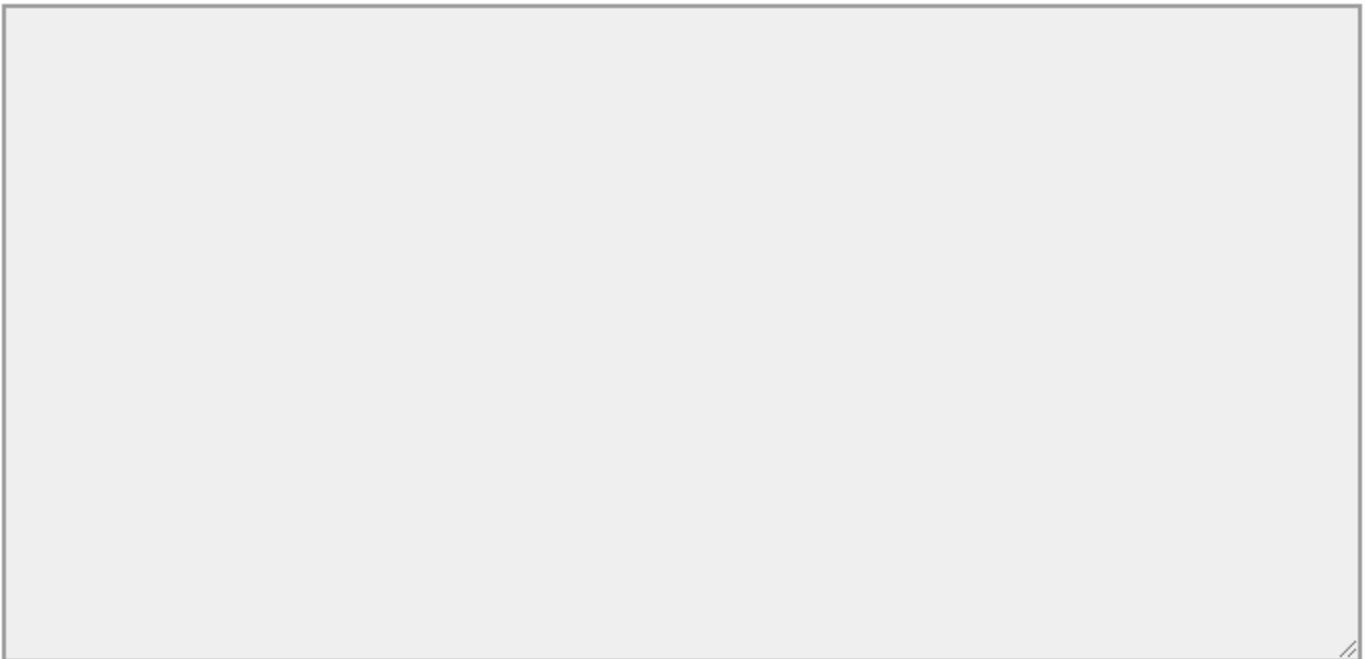
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## Brief General Narrative

Local Governments shall provide a brief general narrative of approximately one page (250 words) summarizing how the Local Government made use of Opioid Settlement Funds during fiscal year 2023–2024 to support activities across all funded strategies. The narrative may include success stories, ways in which Opioid Settlement Funds were used to meet community needs, or information on planning, implementation, or evaluation of strategies.

For helpful tips and guidance in crafting your brief general narrative, we encourage you to view our [Guidance for the Brief General Narratives, Progress Reports, and Success Stories](#).

Provide [LOCAL GOVERNMENT]'s **brief general narrative**.



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Did [LOCAL GOVERNMENT] hold an annual meeting for this fiscal year pursuant to section E.4 of the NC Memorandum of Agreement (NC MOA)?

We are a municipality so this requirement does not apply.

Yes, [LOCAL GOVT] held an annual meeting for this fiscal year.

No, [LOCAL GOVT] did not hold an annual meeting for this fiscal year.

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[IF YES, HELD AN ANNUAL MEETING]

When was [LOCAL GOVERNMENT]'s annual meeting? (MM/DD/YYYY)

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Did [LOCAL GOVERNMENT] disburse **any funds** during the 2023-2024 fiscal year?

Yes

No

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[IF NO, LOCAL GOV'T DID NOT DISBURSE FUNDS, SKIP TO PAGE #17]

[IF YES, LOCAL GOV'T DID DISBURSE FUNDS, CONTINUE]

Next, we will ask you about any funds disbursed during 2023–2024 **by strategy**.

To begin, please complete the following questions for **the FIRST strategy** for which funds were disbursed. **If [LOCAL GOVERNMENT] has disbursed funds for more than one strategy this fiscal year, you will have the opportunity to answer these questions again for the other strategy(s).**

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**[BEGIN LOOP OF STRATEGY-SPECIFIC QUESTIONS]**

Is the strategy an **Exhibit A** strategy listed in the MOA?

Yes

No

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**[IF YES, STRATEGY IS AN EXHIBIT A STRATAEGY, ANSWER THE FOLLOWING 1 QUESTION]**

Select the **Exhibit A** strategy.

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[IF NO, STRATEGY IS NOT AN EXHIBIT A STRATEGY, ANSWER THE FOLLOWING 2 QUESTIONS]

Select the **Exhibit B** category for the strategy.

Select the number that best describes the strategy.

1.

2.

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[RESUME QUESTIONS FOR BOTH EXHIBIT A + EXHIBIT B STRATEGIES]

**Brief Progress Report:** Describe the strategy and progress made during the fiscal year. Recommended length: approximately one page (250 words)

For helpful tips and guidance in crafting your progress report, we encourage you to view our [Guidance for the Brief General Narratives, Progress Reports, and Success Stories](#).

Provide [LOCAL GOVERNMENT]'s **brief progress report** for this strategy.



**PROGRESS REPORT SPOTLIGHT:** Given limited space, only ONE progress report from each local government per fiscal year will be posted within the CORE-NC "Local View" dashboard.

You must select ONE progress report (across all strategies) that you would like to have as your "progress report spotlight".

Is the above progress report the one you would like to spotlight?

Yes, this is the progress report we would like to spotlight for this fiscal year.

No. We will select/have selected another progress report to spotlight for this fiscal year.

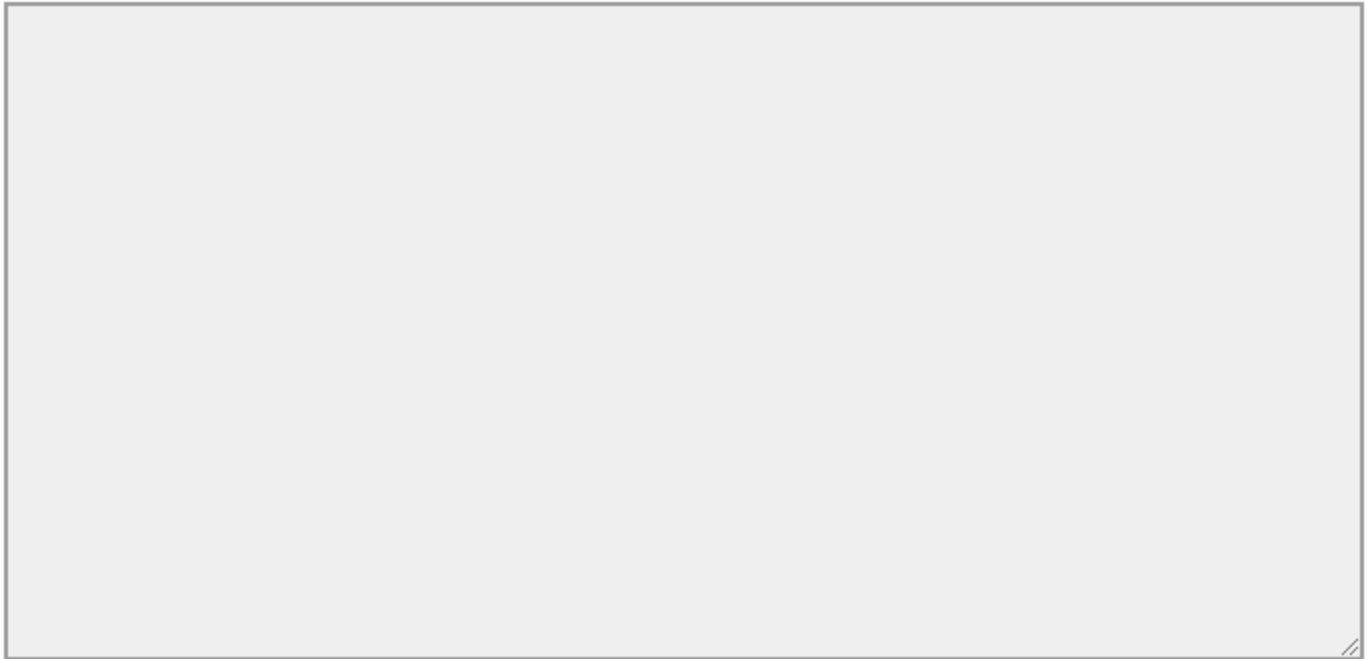
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**Brief Success Story:** Each Success Story celebrates a de-identified person who has benefitted from that funded strategy. Recommended length: approximately one page (250 words).

Need help crafting your success story? View our [Guidance for the Brief General Narratives, Progress Reports, and Success Stories](#).

Provide [LOCAL GOVERNMENT]'s **brief success story** for this strategy.



**SUCCESS STORY SPOTLIGHT:** Given limited space, only ONE success story from each local government per fiscal year will be posted within the CORE-NC "Local View" dashboard.

You must select ONE success story (across all strategies) that you would like to have as your "success story spotlight". The success story spotlight does not have to be about the same strategy as your progress report spotlight.

Is the above success story the one you would like to spotlight?

Yes, this is the success story we would like to spotlight for this fiscal year.

No. We will select/have selected another success story to spotlight for this fiscal year.

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For any strategies to which funding was disbursed in FY 2023–2024, your local government must report process, quality, and outcome measures as well as demographic information.

Please provide this information using this [Excel workbook template](#). If you have not done so already, please download this [Excel workbook template](#) and fill out the worksheet (i.e., tab) for this strategy.

More instructions can be found within the Excel workbook and also in this [Guide to the Measures Workbook for the Annual Impact Report](#).

You will be asked to upload **one Excel workbook with information for all funded strategies** at the end of this report.

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**STAGE OF IMPLEMENTATION: This question is optional – this information will be displayed on the CORE–NC data dashboards.**

Please select the **stage of implementation** that best describes this strategy for FY 23–24. If the stage of implementation evolved during the course of the fiscal year, please use the stage of implementation that best describes your situation at the end of the year.

When deciding which stage of implementation best describes your strategy, use your best judgment. There is no “right answer,” and no one will second-guess the stage of implementation you select to describe the strategy.

This [Stages of Implementation](#) document offers definitions and examples of each stage. If you have questions about which stage of implementation to report, please contact the Opioid Settlement Technical Assistance Team at the NC Association of County Commissioners at [opioidsettlement@ncacc.org](mailto:opioidsettlement@ncacc.org).

**If you would like to skip this question, please leave it blank.**

Please select the **stage of implementation** that best describes this strategy for FY 23-24.

Exploration and Planning

Preparation

Initial Implementation

Full Implementation

Further Expansion

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**The following questions are optional but highly encouraged.**

Please answer Yes or No to the following questions about this strategy. You will have an opportunity to answer these questions again for all other funded strategies.

**If you would like to skip any questions, please leave them blank.**

People with lived experience, from a directly impacted community, and/or people who use drugs are involved in the planning and implementation of your local government's overdose prevention and harm reduction work for this strategy.

Yes

No

As part of your overdose prevention and harm reduction efforts for this strategy, your local government has concrete partnerships with community-based organizations that work with historically marginalized populations.

Yes

No

This strategy's program has sufficient naloxone to respond to overdose situations.

Yes

No

**[FOR STRATEGY 9 SYRINGE SERVICE PROGRAMS ONLY]**

This strategy's program has adequate supplies to meet the needs of your participants.

Yes

No

**[FOR STRATEGY 9 SYRINGE SERVICE PROGRAMS ONLY]**

People with OUD are integral to the leadership and decision making of the organization providing the Syringe Service Program.

Yes

No

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Did [LOCAL GOVERNMENT] disburse funds for another strategy in FY 2023-2024?

Yes

No

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**[IF YES, DISBURSED FUNDS FOR ANOTHER STRATEGY, REPEAT STRATEGY LOOP BEGINNING ON PAGE #8]**

[IF NO, DID NOT DISBURSE FUNDS FOR ANOTHER STRATEGY, CONTINUE]

Please upload your completed Excel workbook with process, quality, and outcome measures, as well as demographic information, for **all strategies for which funding was disbursed**.

Reminder: Your uploaded Excel workbook should include information for all strategies for which funding was disbursed. You should only upload one file (i.e., one Excel workbook) that contains all of the completed worksheets (i.e., tabs).

Drop files or click here to upload

Please use the space below to provide any clarifying or contextual information for your Excel workbook. **If none, please enter N/A.**

- If you were unable to provide the required measures for a strategy for which funding was disbursed, please explain why here.
- If you elected to provide optional/bonus information for any strategies not reported in your Annual Financial Report (i.e. strategies for which opioid settlement funding was not disbursed in FY 23-24), please note those strategies here.

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Please use this space to share any relevant notes, clarifications, context, or corrections regarding your submission. **If none, please enter N/A.**

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PREVIEW