



Human Services Division

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Funding opportunity to provide Opioid Education, Prevention and Connection

To provide critical support to **Opioid Use Disorder Crisis Response**, the City of Bellevue was awarded a total of \$50,000 in funding in 2026 for proposals focused on culturally and linguistically-specific opioid education, prevention, and resource connection. Agencies can apply for up to \$10,000. The Application is located on [Bellevue's Human Services Funding](#) webpage. Applications are due by Wednesday, November 19th at 2pm.

The City of Bellevue is accepting settlement funds from various opioid distributors and sellers. The use of these funds is dictated by the settlement agreement and oversight comes from the newly established Opioid Abatement Council.

Proposals should address how the agency will:

- 1) Reach culturally and linguistically specific populations
- 2) Provide free opioid use prevention, education and resource connection to youth, adults, and families.
- 3) Strengthen relationships between crisis response teams and the communities your organization serves,"

Agency applications may include a combination of educational outreach and educational events OR just one community event focused on educating the community served by your organization. Agencies receiving funding will partner with Bellevue's Opioid Outreach & Crisis Response Social Works to determine the needs of the community your agency serves and support creating needed curriculum/flyers and providing training as needed.

APPLICATION OVERVIEW

The Application is located on [Bellevue's Human Services Funding](#) webpage.

Applications and all required documents are **due by Wednesday, November 19th at 2pm.**

Applications will be informed if they are being awarded funding no later than December 15th, 2025 to begin

the contracting process.

APPLICATION ASSISTANCE

The City of Bellevue is excited to welcome new and returning applicants to the process. City staff are available to provide technical assistance to any applicants. **If this is your first time applying or would like additional support, we strongly recommend reaching out to City of Bellevue staff to discuss your proposal in advance of application submittal. Please contact Christy Stangland at cstangland@bellevuewa.gov or 425-452-6452.**

Bellevue provides and accepts applications in any language, not limited to English.



For alternate formats, interpreters, or reasonable modification requests please phone at least 48 hours in advance 425-452-2886 (voice) or email GGalaviz@bellevuewa.gov. For complaints regarding modifications, contact the City of Bellevue ADA, Title VI, and Equal Opportunity Officer at ADATitleVI@bellevuewa.gov. If you have any questions regarding the ADA statement above or need help, please reach out to ADA, Title VI, and Equal Opportunity Officer using the contact information above.

Please direct requests for technical assistance or questions about application submissions to Bellevue's Human Services Team at humanservices@bellevuewa.gov or 425.452.6884.

CONTRACTING REQUIREMENTS

To be eligible to contract with City of Bellevue for funding, the organization must submit the following documents at the time funding is awarded:

- Verification of 501(c)3 status or fiscal sponsor
- Fiscal documentation (see RFP for additional details)
- Insurance listing City of Bellevue as the insurer
- Active status with LNI
- Active status with Department of Revenue

FURTHER CONSIDERATIONS

- The City Council's Vision Statement says, "Bellevue welcomes the world. Diversity is our strength." Bellevue values all forms of diversity, including race, language, ethnicity, gender, sexual orientation, ability, and age. Applicants are encouraged to highlight their cultural competence in these areas.
- Agency must conduct background checks on all agency staff that are involved in the program either directly or who have access to confidential information and those individuals must pass the criminal background check. Staff can provide additional details.
- Reimbursement: Bellevue will be offering several methods of reimbursement. Agencies will have the ability to choose the method that works best for their agency at the time of contracting and can be

adjusted throughout the process if the agencies' needs change. We will default to quarterly unless your agency opts into one of the other options.

- 1) Quarterly reimbursement: agencies will submit reports and will receive a quarterly reimbursement.
- 2) Monthly reimbursement: Your agency has the option to submit reports monthly and receive a monthly reimbursement.
- 3) Advanced Payment: Your agency can request advanced payment of 25% of your award upfront and can request more funding as the contracted services are provided. This will require your agency to submit monthly reports along with back-up. In addition, your agency will be required to sign formal agreements and submit an additional request form for funding.

Definitions:

Indirect/Administrative Costs: Costs that are connected to shared objectives of an organization that are not tied with a particular grant activity but are essential to an organization's functioning. Examples include rent and other facility expenses and human resources or finance functions that provide support across an organization. Fundraising expenses are not allowable expenses for human services contracts.

Culturally and Linguistically Specific Services: Services that are designed for a particular linguistic or cultural community and delivered by individuals from that community.

Attachment A
City of Bellevue Agency Requirements

Agencies that are not required to register at the state as a charitable organization or as a federal 501(c)3:

- Organization raised less than \$50,000 from the public, in the most recent accounting year and all the activities, including fundraising, were carried out by persons who were unpaid for their services
- Entitled to receive tax exempt status from the IRS such as a church
 - These agencies must provide completed financial statements for the last completed fiscal year, including a final Profit and Loss Statement and a Balance Sheet

If your organization does not have a 501(c)3, here are the financial documentation requirements:

Budget:

One million dollars or less in annual gross revenue averaged over the three preceding, completed accounting years:

- Must meet financial reporting requirements specified in RCW 19.09.075
- Provide proof of current registration as a Washington State Charitable Organization

More than one million dollars and up to three million dollars in annual gross revenue averaged over the three preceding, completed accounting years:

- Provide proof of current registration as a Washington State Charitable Organization
- Provide **one** of the following:
 - a 990 completed by a certified public accountant or other professional who normally prepares such forms in the course of their business
 - an audited financial statement prepared by an independent certified public accountant for the preceding accounting year

More than three million dollars in annual gross revenue averaged over the three preceding, completed accounting years

- Provide proof of current registration as a Washington State Charitable Organization
- Provide an audited financial statement prepared by an independent certified public accountant for the preceding accounting year

If your organization has a 501c3, here are the financial documentation requirements:

Budget:

\$50k or less in annual gross revenue averaged over the three preceding, completed accounting years:

- Provide proof of current registration as a Washington State Charitable Organization
- Provide proof of 501(c)3
- Provide 990-N completed for preceding accounting year

\$50,001-\$1m in annual gross revenue averaged over the three preceding, completed accounting years

- Provide proof of current registration as a Washington State Charitable Organization
- Provide proof of 501(c)3
- Provide the federal financial reporting form (990, 990PF, 990EZ, 990T) the organization normally files with the IRS which must be prepared by a certified public accountant or other professional who normally prepares such forms in the ordinary course of their business

More than one million dollars and up to three million dollars in annual gross revenue averaged over the three preceding, completed accounting years:

- Provide proof of current registration as a Washington State Charitable Organization
- Provide proof of 501(c)3
- Provide **one** of the following:
 - The federal financial reporting form (990, 990PF, 990EZ, 990T) the organization normally files with the IRS which must be prepared by a certified public accountant or other professional who normally prepares such forms in the ordinary course of their business;
 - An audited financial statement prepared by an independent certified public accountant for the preceding accounting year.

More than three million dollars in annual gross revenue averaged over the three preceding, completed accounting years

- Provide proof of current registration as a Washington State Charitable Organization
- Provide proof of 501(c)3
- Provide **both** of the following:
 - The federal financial reporting form (990, 990PF, 990EZ, 990T) the organization normally files with the IRS which must be prepared by a certified public accountant or other professional who normally prepares such forms in the ordinary course of their business;
 - An audited financial statement prepared by an independent certified public accountant for the preceding accounting year.

Requirements may be waived in certain circumstances. See [WAC 434-120-107\(2\)](#). Contact City staff for further questions.

References:

<https://app.leg.wa.gov/RCW/default.aspx?cite=19.09.541>

<https://www.irs.gov/charities-non-profits/annual-exempt-organization-return-who-must-file>