

Opium Settlement Fund

Annual Reporting Outline

Purpose of Annual Reporting:

To increase transparency around how Opioid Settlement Funds are spent and how spending decisions are made, the MOSS Center is introducing an annual reporting process. This will help keep communities informed, create opportunities for learning, and support local governments and subdivisions in meeting the reporting requirements outlined in LD 110.

Information for the annual report will be collected via an online survey, which will be sent out each January to subdivisions that receive Opioid Settlement Funds. The survey asks about infrastructure, decision-making processes, tracking and evaluation methods, transparency efforts, and how the funds were used in the prior calendar year.

Though subdivisions are only required to report on their spending decisions, we **encourage everyone to complete as much of the survey as possible**. This will support a more comprehensive understanding of how funds are being used across the state, highlight promising practices, identify areas of potential collaboration, and ultimately strengthen collective efforts to address the opioid crisis through data-informed decision-making. Information shared in this survey will be shared on a dashboard on the MOSS Center website, themosscenter.org.

Support for Completing the Report

The MOSS Center will host webinars to walk subdivisions through completing and submitting their annual survey. We are also available for one-on-one support. Please reach out via email at MOSSCenter@maine.edu.

Information Collected in this Report:

A. Required Questions that Fulfill LD 110

- a. 2025 spending decisions
 - i. Project/purchase title(s)
 - ii. Amount of Opioid Settlement Funds spent
 - iii. Description of project/purchase, including purpose of the project, communities/populations served, and length of project funding

B. Supplemental Questions

- a. Subdivision Infrastructure
 - i. Who makes spending decisions
 - ii. Who supports decision makers
 - iii. If there is any formal ordinance or policy establishing this infrastructure
- b. Information Gathering
 - i. Community engagement activities
 - ii. Data used to support spending decisions
- c. Tracking and Evaluating Use of Funds
 - i. Monitoring use of funds and project goals
- d. Transparency
 - i. Plans for sharing processes and spending decisions with the public
- e. Successes and Challenges in 2025

C. Retrospective Questions

This year, we will also give subdivisions an opportunity to share information about their 2022-2024 Opioid Settlement Fund planning processes and spending decisions. Subdivisions are not required to complete this portion of the survey. We will ask subdivisions about their infrastructure, information gathering processes, tracking and evaluation of funds, transparency practices, spending decisions, as well as successes and challenges.