The Association of State and Territorial Health Officials (ASTHO), with support from CDC, is pleased to announce a non-monetary capacity building opportunity for OD2A recipients. This project will help build state, territorial, and local health agency capacity, knowledge, and skills around overdose policy readiness, development, implementation, and evaluation to create or expand upon policy-related activities in the recipient's current scope of work. This document outlines some frequently asked questions related to this opportunity. Please direct additional questions to Victoria Pless, Senior Analyst, Social and Behavioral Health at: vpless@astho.org.

What is an ASTHO Policy Academy?
The ASTHO Policy Academy is designed to build the capacity of governmental public health leaders and staff to advance and support health policy at the governmental level. The academy’s content and materials are used to cultivate skills and competencies related to analyzing and applying policies that improve and promote public health.

The cornerstone of the Policy Academy learning experience will be completing a strategic, hands-on policy-level action learning project that will support participants’ programmatic efforts to sustain or enhance their OD2A projects. ASTHO will support project development through tailored technical assistance over four virtual sessions. As part of the Policy Academy process, participants will:

- Identify an issue or barrier that aligns with the OD2A cooperative agreement.
- Identify and assess various policy options to address the issue.
- Create a policy proposal and determine how to engage stakeholders.
- Identify opportunities for implementation and evaluation to ensure effective adoption and enforcement of proposed policy.

What is the expected time commitment by health agency teams over the project period?
This project will focus on policy development, implementation, and evaluation topics that are specific to OD2A recipients. Policy Academy participants are expected to participate in the following virtual activities:

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 23, 2022</td>
<td>3-3:40 p.m., ET</td>
<td>Policy Academy Informational Call</td>
</tr>
<tr>
<td>April 22, 2022</td>
<td>1-2 p.m., ET</td>
<td>Virtual kickoff call</td>
</tr>
<tr>
<td>May 4, 2022</td>
<td>1-3 p.m., ET</td>
<td>Policy Academy Session 1</td>
</tr>
<tr>
<td>May 11, 2022</td>
<td>1-3 p.m., ET</td>
<td>Policy Academy Session 2</td>
</tr>
<tr>
<td>May 18, 2022</td>
<td>1-3 p.m., ET</td>
<td>Policy Academy Session 3</td>
</tr>
<tr>
<td>May 25, 2022</td>
<td>1-3 p.m., ET</td>
<td>Policy Academy Session 4</td>
</tr>
<tr>
<td>April-June 2022</td>
<td>Approximately five hours</td>
<td>Policy Academy prework or follow-up work</td>
</tr>
<tr>
<td>June 8, 2022</td>
<td>1-2 p.m., ET</td>
<td>Virtual final report-out call</td>
</tr>
<tr>
<td>July 19-20, 2022</td>
<td>1-5 p.m., ET, both days</td>
<td>ASTHO Policy Convening (optional)</td>
</tr>
</tbody>
</table>

Policy Academy Informational Call
ASTHO will host a 30-minute informational call to answer clarifying questions about the Policy Academy, the application, or any other relevant topics. This call will be recorded and distributed to OD2A recipients who are unable to join.
Virtual Kickoff Call
The virtual kickoff call will bring together ASTHO staff, partners, and participating jurisdictions to outline the timeline and expectations of the Policy Academy sessions. This call will also allow time for participating jurisdictions to introduce one another and outline their proposed policy ideas.

Policy Academy
The cornerstone of the Policy Academy learning experience will be completing a strategic, hands-on policy-level action learning project that will support participants’ programmatic efforts to sustain or enhance their OD2A work. ASTHO will support project development through tailored technical assistance over four virtual sessions. As part of the Policy Academy process, participants will:

• Identify an issue or barrier that is in alignment with the OD2A cooperative agreement.
• Identify and assess various policy options to address the issue.
• Create a policy proposal and determine how to engage stakeholders.
• Identify opportunities for implementation and evaluation to ensure effective adoption and enforcement of proposed policy.

Jurisdiction teams can choose to focus on legislative, regulatory, or organizational policies. Participants will become familiar with and utilize policy development frameworks such as the CDC Policy Process.

Virtual Final Report-out Call
The virtual final report-out call will be the final convening of ASTHO staff, participating jurisdictions, and other partners. This call will highlight successes of the program, discuss challenges, and provide opportunity to identify next steps.

ASTHO Policy Convening (optional)
Participants are also encouraged to participate in a two-half-day virtual ASTHO Policy Convening to discuss the outcomes of attending the Policy Academy. This virtual convening of OD2A jurisdictions, public health attorneys, legislative liaisons, and other policy subject matter experts will allow attendees to discuss overdose policy issues and share content expertise. Subject matter experts will host keynote sessions and discussions while OD2A jurisdictions can share best practices around policy implementation and evaluation related to overdose with each other to promote collaboration and shared learning. Attending the Policy Convening is not required for Policy Academy participants but is an opportunity to engage in peer discussion and explore additional policy topics with subject matter experts. ASTHO expects to hold the event in July 2022.

What should team composition look like for this OD2A Policy Technical Assistance?
Team size for each jurisdiction can vary, but ASTHO recommends that team size range from three to six people. OD2A program staff should engage with other staff members or partners to create a team for the Policy Academy. Team members could include key stakeholders invested in the improvement and success of the OD2A program and policy development from throughout the health agency, such as the OD2A principal investigator, OD2A program staff, program evaluators, legislative liaisons, policy analysts, and other partners as appropriate. Additionally, leadership buy-in can help facilitate success of this project and inviting a member of departmental leadership (e.g., division director) to participate in project activities is encouraged. Preference will be given to teams with wide-ranging partners.

ASTHO understands the capacity of health agencies can be limited due to competing priorities. Because of this, ASTHO does not require that all team members be present for each Policy Academy meeting. However, because team involvement is essential to success in the Policy Academy, ASTHO encourages
applicants to ensure that most team members attend each Policy Academy session for consistency and engagement.

What are the benefits of participating in this opportunity?
The Policy Academy will provide an opportunity to focus on your jurisdiction’s specific policy ideas or policy-related OD2A workplan activities. The intended outcomes for participants are as follows:

- Develop analytic skills to identify and define a public health issue, assess potential policy interventions, and implement policy proposals.
- Identify successful efforts of policy implementation, enforcement, and evaluation.
- Build partnership with legislators, policy analysts, and other partners to support policy development.

Who is eligible to apply for this opportunity? How many jurisdictions will be selected?
All OD2A recipients are eligible to apply. Up to five (5) OD2A recipient jurisdictions will be selected for this opportunity.

How do applicants apply for this opportunity?
Complete the online application by 11:59 p.m. ET on April 8, 2022. If you wish, you can review a PDF version of the application questions prior to completing the form. Incomplete applications or applications received after the deadline will not be considered. If you are having issues accessing the online application, please contact Victoria Pless (vpless@astho.org) for other submission options.

Timeline
- Request for applications released: March 14, 2022
- Application submission deadline: April 8, 2022
- Policy Academy Sessions:
  - Policy Academy Kick-off Call: Friday, April 22, 1-2 p.m., ET
  - Policy Academy Session 1: Wednesday, May 4, 1-3 p.m., ET
  - Policy Academy Session 2: Wednesday, May 11, 1-3 p.m., ET
  - Policy Academy Session 3: Wednesday, May 18, 1-3 p.m., ET
  - Policy Academy Session 4: Wednesday, May 25, 1-3 p.m., ET
  - Final Report out Call: Wednesday, June 8, 1-2 p.m., ET
- Evaluations due: June 2022

What documentation must be included in the application?
Participation in this opportunity is open to all OD2A recipients interested in improving their capacity around policy development and evaluation. The application package consists of the following:

- Statement of interest in participating in this OD2A Policy Academy.
- Statement of current organization readiness, capacity, and landscape including current challenges, past policy experience, and roles or skills needed.
- Description of up to three proposed policy topics of interest and intended outcomes for participating in this OD2A Policy CBTA Opportunity.
- Contact information and commitment for up to six team members to attend a majority of the Policy Academy meetings (kickoff call, four Policy Academy sessions, final report out call).
- Confirmation of support from leadership (e.g. division director, OD2A Principal Investigator).

If a jurisdiction is not selected to participate in this project, is any other support available?
As a part of this project, ASTHO is committed to providing resources for jurisdictions to pursue similar activities on an individual basis. Examples of these resources include guidance documents, reports, templates, and/or issue briefs by subject matter experts and participating sites.

**Will resources from the Policy Academy be made available to all OD2A recipients regardless of participation?**

Yes, a summary report of lessons learned and best practices, and other resources, will be shared with all OD2A recipients to advance policy work related to OD2A.