

**NEW ORLEANS**

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2/16/2023

**Melanie Rouse**  
**Clark County Office of the Coroner/Medical Examiner**

Dear Melanie,

On behalf of the National Network of Public Health Institutes (NNPHI), thank you for submitting a proposal for the funding opportunity titled *Expanded infrastructure support for coroner, medical examiner, and medicolegal death investigator offices*. I am delighted to share that the Clark County Office of the Coroner/Medical Examiner has been selected to receive funding in the amount of \$19,926.00, subject to the terms and conditions of a signed agreement between the NNPHI and Clark County Office of the Coroner/Medical Examiner.

We are excited to support your proposal to purchase supplies or software to build capacity in your jurisdiction that will help facilitate timely and complete overdose mortality data that can be used to inform overdose prevention and response efforts.

The period of performance starts February 1, 2023, and ends July 31, 2023. The next steps include, initiating your award contract, which must occur before you can invoice for any project related costs or activities. Attached in this email you will find several documents that must be completed and returned in order to support formalizing an agreement, including the W9 and a *New Vendor Form*. Please be sure to include a physical address on the W-9, PO boxes will not be accepted. Please complete and submit these documents by Friday, February 24, 2023. If this timeline does not work for you, please let us know as soon as possible.

Our staff will be using the responses to the application questions as well as the budgets and budget justifications provided to develop the agreements and may be following up in the coming weeks with questions.

Your contact for this award will be Anthony Oberg [aoberg@nnphi.org, (202) 221-7798]. Please call or email if you have any questions or concerns throughout the project period.

Sincerely,

**Helen Lindau, MPH**  
Program Manager, Bridging Sectors to Create Health  
The National Network of Public Health Institutes



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Documents attached:

1. IRS Form-W9
2. NNPHI New Vendor and ACH Form