

Blank Collaborative Report:

Municipality collaborating financially and responsible for reporting on behalf of the collaborative.

Opioid Recovery and Remediation Fund Annual Municipal Expenditure Report



Municipal Fiscal Year Funding

Public Record Acknowledgement

I understand that according to the Massachusetts public records law, any information shared in this report is a public record and will appear on the Municipal Abatement Funds Data Dashboard.

*must provide value

☐ I understand

Municipality: Municipal Example

Fiscal Year Financial Details

According to the Massachusetts Attorney General's Office and your previous expenditure reporting, your municipality has the following amount of opioid settlement funds available:

	Amount on File	Is this correct? <small>*must provide values</small>	
FY25 Disbursement:	\$100000	<input type="radio"/> Yes <input type="radio"/> No	reset
Carryover Funds:	\$10000	<input type="radio"/> Yes <input type="radio"/> No	reset
Total Funds Available:	\$110000		

Financial Collaboration Information

Are you collaborating financially with one or more municipalities or other entities?

This is defined as two or more municipalities who dedicate some or all of their opioid abatement funds to implement regional state subdivision agreement (SSA) strategies pursuant to a formalized agreement. Dedicating funds means that municipalities commit some or all of their opioid abatement funds to regional strategies, and those funds are managed by a host municipality or agent pursuant to an agreement. This includes agreements resulting from joint funding through Opioid Abatement Collaboratives (OACs) and shared service agreements.

* must provide value

☒ Yes
☐ No

reset

Are you the lead municipality or organization responsible for financial reporting for the municipalities collaborating funds (OACs)?

* must provide value

☒ Yes
☐ No

reset

Please choose the collaborative group (OAC):

* must provide value

Thank you for reporting on behalf of your partners. It is important to note that **the remainder of this report should be answered on behalf of the collaborating municipalities.**

When you've completed the report, please download the pdf copy and send it to the municipalities you are collaborating with to confirm that the values entered are correct. You will be given a return code to be able to update the report if necessary.

Once the financial collaboration reporting is complete, you will be prompted to report on your own municipality's remaining funds.

I confirm that I have approval of each of the municipality/ies in the opioid abatement collaborative to submit annual expenditure reporting for all funds managed on their behalf. *must provide value

☐ I confirm

I have verified with each municipality in the opioid abatement collaborative that the expenditure information I am submitting on their behalf is accurate. *must provide value

☐ I have verified

How much of *your municipality's* funding was dedicated to collaborative funding in this fiscal year?

* must provide value

Your municipality's contribution to collaboration: 00.00

Please choose the municipalities involved in the collaborative (one per line) from the drop down lists. For each participating partner municipality, please indicate their financial contribution for this fiscal year.

Partner Municipality	Partner Municipal Contribution	Partner Municipality	Partner Municipal Contribution
<div>Choose partner municipality</div>		<div>Choose partner municipality</div>	
<div>Choose partner municipality</div>		<div>Choose partner municipality</div>	
<div>Choose partner municipality</div>		<div>Choose partner municipality</div>	
<div>Choose partner municipality</div>		<div>Choose partner municipality</div>	
<div>Choose partner municipality</div>		<div>Choose partner municipality</div>	
<div>Choose partner municipality</div>		<div>Choose partner municipality</div>	
<div>Choose partner municipality</div>		<div>Choose partner municipality</div>	
<div>Choose partner municipality</div>		<div>Choose partner municipality</div>	
Total Funding in Collaboration:			

Fiscal Year Financial Details

Were any expenditures made or encumbered from the collaborative opioid abatement settlement funds this fiscal year?

* must provide value

- ☒ Yes
- ☐ No

reset

Opioid Abatement Projects

Please describe the projects that you have funded using collaborative opioid settlement funds. Provide a project name or title and a description. The description should include project goal(s), target population(s), and a brief overview of programmatic functions. In the subsequent expenditure table each line item will have an option to choose which project it is associated with.

Project Title/Name	Project Description
<div>Project 1</div>	<div>project goal(s), target population(s), brief overview of programmatic function(s)</div> <div>Expand</div>
<div>Project 2</div>	<div>project goal(s), target population(s), brief overview of programmatic function(s)</div> <div>Expand</div>
<div>Project 3</div>	<div>project goal(s), target population(s), brief overview of programmatic function(s)</div> <div>Expand</div>
<div>Project 4</div>	<div>project goal(s), target population(s), brief overview of programmatic function(s)</div> <div>Expand</div>
<div>Project 5</div>	<div>project goal(s), target population(s), brief overview of programmatic function(s)</div> <div>Expand</div>

Line-Item Expenditure Reporting

Please provide detailed information for each individual expenditure using one row per line item. This table should reflect only actual expenditures or encumbrances made during the fiscal year 25.

Item	Amount	Project	Spending Category	Description	Status	Offset Information	Notes
List to whom the expenditure was paid, or encumbered (vendor/company)	Provide the dollar amount of the expenditure or encumbrance	Choose which project from list above expenditure corresponds	Choose the most appropriate category for the item listed	Provide a brief description of the purpose of the funds	Note if the expenditure is already paid, or encumbered but not paid	If there were funds that offset this cost please include that information here.	Any notes or details that would be helpful for context/ explanation
1	<input type="text" value="Expenditure 1"/>						
2	<input type="text" value="Expenditure 2"/>						
3	<input type="text" value="Expenditure 3"/>						
4	<input type="text" value="Expenditure 4"/>						
5	<input type="text" value="Expenditure 5"/>						
6	<input type="text" value="Expenditure 6"/>						
7	<input type="text" value="Expenditure 7"/>						
8	<input type="text" value="Expenditure 8"/>						
9	<input type="text" value="Expenditure 9"/>						
10	<input type="text" value="Expenditure 10"/>						

Please ensure these calculations match your records.

Total Funds Expended	<input type="text"/>
Total Funds Encumbered	<input type="text"/>
Total Remaining FY25 Funds	<input type="text"/>

Open-Ended Items

Thank you for completing the expenditure portion of the report. We'd love to hear more details about the work your collaborative is doing.

Engaging people with lived and living experience (PWLE) of substance use is critical to ensuring opioid settlement funds are used effectively, equitably, and in ways that reflect the realities of those most affected by the crisis.

By asking about how PWLE are involved in decision-making, we aim to better understand how communities are centering the voices of those with direct experience. This information helps highlight strong models of inclusive governance, identify areas for improvement, and promote transparency in how decisions are made. It also ensures that spending decisions are informed by those who know firsthand what supports make a difference.

Please choose the statement most appropriate for how PWLE were involved with your collaborative in decision-making around opioid settlement funded projects and expenditures.

Please describe in detail how PWLE were involved in your collaborative's decision-making around opioid settlement funded projects and expenditures.

Expand

Please note any existing plans for future collaborative spending.

Plans for future spending

Expand

Sometimes progress is made before strategies can be implemented. Foundational relationship-building and community engagement work is essential even if it doesn't have a direct cost. Capturing it helps tell the full story of progress. Please describe opioid abatement progress the collaborative has made without expenditures. Examples include community engagement and coordination, capacity building and planning, systems change and readiness.

What work is happening that hasn't incurred expenditures?

Expand

Is there any work your collaborative has done to address the opioid crisis that you'd like to highlight? This can be work that has or hasn't incurred opioid settlement fund expenditures. We'd love to hear your success stories and share best practices.

Highlights to share

Expand

If there are materials related to the work you'd like to highlight that would be appropriate to upload you can do that here.

[Upload file](#)

Report Calculations

Collaborative Funding Calculations	
FY25 Collaborative Funds Remaining	% of FY25 Collaborative Funds Remaining
<i>This number is calculated by subtracting total expenses and encumbrances from the total amount of collaborative funds.</i>	<i>This number is calculated by dividing the FY25 collaborative funds remaining by the total amount of collaborative funds.</i>
\$ <input type="text"/>	<input type="text"/> %

Municipal Funding Calculations	
FY25 Municipal Funds Remaining	% of FY25 Municipal Funds Remaining
<i>This number is calculated by subtracting the amount contributed to the collaborative from the corrected or confirmed FY25 funds.</i>	<i>This number is calculated by dividing the FY25 municipal funds remaining by the total corrected or confirmed FY25 funds.</i>
\$ <input type="text"/>	<input type="text"/> %
Total Available Funds Remaining	% of Total Available Funds Remaining
<i>This number is calculated by subtracting the amount contributed to the collaborative from the total available funds (FY25 and carryover funds).</i>	<i>This number is calculated by dividing the total available funds remaining by the total available funds (FY25 and carryover funds).</i>
\$ 60000	54.55 %

Next Steps in Reporting