



Allegheny County Department of Human Services

RFP Response Form

RFP for Opioid and other Substance Use Disorder Interventions that are Led, Designed and Operated within and by Highly-Impacted Communities

PROPOSER INFORMATION

Proposer Name: Heuer House

Authorized Representative Name & Title: Walter Butler, Executive Director

Address: [REDACTED]

Telephone: [REDACTED]

Email: [REDACTED]

Website: www.heuer-house.org

Legal Status: For-Profit Nonprofit Sole Proprietor/Individual Partnership

Women Owned: Yes No

Minority Owned: Yes No

If yes, select the ethnicity:

- | | |
|--|--|
| <input type="checkbox"/> American Indian or Alaska Native | <input checked="" type="checkbox"/> Black or of African decent |
| <input type="checkbox"/> Hispanic or Latino/a | <input type="checkbox"/> Native Hawaiian/Pacific Islander |
| <input type="checkbox"/> Western Asian/Middle Eastern | <input type="checkbox"/> East Asian/Far Eastern |
| <input type="checkbox"/> South Asian/Indian (Subcontinent) | <input type="checkbox"/> Southeast Asian |
| <input type="checkbox"/> Other Asian | <input type="checkbox"/> Multi-racial |

Self-Describe: [Click here to enter text.](#)

Faith Based: Yes No

Partners included in this Proposal: Not applicable.

How did you hear about this RFP? *Please be specific.* DHS email solicitation.

RFP for Opioid and Other Substance Use Disorder Interventions that are Led, Designed and Operated within and by Highly-Impacted Communities

PROPOSAL INFORMATION

1. Total dollar amount requested: \$407,086
2. Which category does your proposed intervention fall under? Select all that apply.
 - Education** – Expanding timely access to quality and comprehensive information about the spectrum of OUD/SUD interventions, including holistic approaches to prevention, treatment, de-stigmatization and recovery
 - Engagement/Outreach** – Cultivating ongoing, person-centered relationships with underserved and/or vulnerable communities and individuals
 - Linkages to Treatment** – Creating or expanding connections between affected communities, creating or expanding informal community-based peer support programs and providing information about use of MOUD (supplementary to the existing infrastructure of formal, institutional supports)
 - Other** (*please briefly explain.*)
Click or tap here to enter text.
3. Proposal summary (*please use only one sentence*):
Click here to enter text.

REQUIRED CONTACTS

	Name	Phone	Email
Chief Executive Officer	Walter Butler	[REDACTED]	[REDACTED]
Contract Processing Contact	Walter Butler	[REDACTED]	[REDACTED]
Chief Information Officer	Walter Butler	[REDACTED]	[REDACTED]
Chief Financial Officer	Emmett Pias	[REDACTED]	[REDACTED]
MPER Contact*	Walter Butler	[REDACTED]	[REDACTED]

* [MPER](#) is DHS's provider and contract management system. Please list an administrative contact who will update and manage this system for your agency.

BOARD INFORMATION

* For the Board Chairperson, you must list an address, email address and phone number that are different than the organization's.

Board Chairperson Name & Title: Dr. LaWana Butler

Board Chairperson Address: [REDACTED]

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Board Chairperson Telephone: [REDACTED]

Board Chairperson Email Address: [REDACTED]

Partners included in this Proposal: Not applicable

How did you hear about this RFP? *Please be specific.* DHS email solicitation

REFERENCES

Provide the name, affiliation and contact information [include email address and telephone number] for three references who are able to address relevant experience with your organization. *Please do not use employees of the Allegheny County Department of Human Services as references.*

Cordelia Clayborn
Clear Day
[REDACTED]

Curt J Hobbs, MSW, CAAP
HSAO
[REDACTED]

Ann Messner
Action Housing - McKeesport Downtown Housing
[REDACTED]

CERTIFICATION

Please check the following before submitting your Proposal, as applicable:

I have read the standard County terms and conditions for County contracts and the requirements for DHS Cyber Security, EEOC/Non-Discrimination, HIPAA and Pennsylvania’s Right-to-Know Law.

By submitting this Proposal, I certify and represent to the County that all submitted materials are true and accurate, and that I have not offered, conferred or agreed to confer any pecuniary benefit or other thing of value for the receipt of special treatment, advantaged information, recipient’s decision, opinion, recommendation, vote or any other exercise of discretion concerning this RFP.

Choose one:

RFP for Opioid and Other Substance Use Disorder Interventions that are Led, Designed and Operated within and by Highly-Impacted Communities

My Proposal contains information that is either a trade secret or confidential proprietary information and I have included a written statement signed by an authorized representative identifying those portions or parts of my Proposal and providing contact information.

OR

My Proposal does not contain information that is either a trade secret or confidential and/or proprietary.

ATTACHMENTS

Please submit the following attachments with your Response Form. These can be found at <http://www.alleghenycounty.us/dhs/solicitations>.

- One letter of support from a community-based organization or individual
- Partner commitment letters, if applicable
- MWDBE and VOSB documents
- W-9

REQUIREMENTS

Please respond to the following. The maximum score a Proposal can receive is 80 points. Your response to this section should not exceed 5 pages. (Pages 1-3 are not included in the page count)

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Approach (25 points)

1. Describe your organization's proposed intervention, including the services that will be provided and the intended outcomes. (10 points)

Substance abuse and addiction are public health crises that have been plaguing communities across the country. Heuer House works to combat the impacts of poverty that include substance abuse and opioid addiction. With two locations, one in Glassport and the newest in McKeesport, Heuer House addresses the need for education, awareness, prevention, and treatment of substance abuse.

The interventions that Heuer House proposes includes include:

- Recovery housing
- Case management
- Mitigation of societal barriers to receiving SUD services including transportation
- Decreasing barriers and stigma around access to SUD/MOUD services by encouraging peer support within the recovery program

While recovery residences vary widely in structure, all are centered on peer support and a connection to services that promote long-term recovery. The Heuer House recovery program benefits individuals in recovery by reinforcing a substance-free lifestyle and providing direct connections to peers in recovery, mutual support groups and recovery support services.

Heuer House provides a holistic approach to healing through their evidence-based treatment solutions. The program begins with an initial assessment followed by individualized treatment plans tailored to each person's needs. One of the most important elements of the program is Motivational Interviewing (MI). MI helps clients recognize their own internal motivation needed to make changes in their lives and work towards sobriety. The team at Heuer House also provides individual and group counseling as well as peer support groups for those affected by substance abuse and addiction.

In addition to counseling, Heuer House also offers trauma recovery services, life skills development, relapse prevention, and health & hygiene work therapy. Residents are required to participate in a 12 Step Program as part of their recovery process which includes weekly meetings with sponsors and attendance at 12 Step retreats throughout the year. The ultimate goal of the program is for residents to gain the tools needed to have successful long-term sobriety after completing the program.

We are strong advocates of solution-based meetings and encourage each resident to commit to a 12-Step home group. Those who are serious about their recovery will greatly benefit from the added accountability of being involved with a home group and participating in the monthly group conscious meeting. Attending meetings helps keep one grounded in the step-work as well as provides an opportunity for networking.

Finally, we encourage all residents to make a solid service commitment. Service comes in many forms and volunteer opportunities abound throughout the city. Helping at 12-step meetings by working the coffee bar, setting up the room, or cleaning up after meetings are

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just a few examples of service. Giving back to the community in general and the recovery community, is a fulfilling and important aspect in the journey to a healthy life.

Services

- | | | |
|-------------------------|----------------------|--|
| • Individual Counseling | • Relapse Prevention | • Co-dependency Counseling |
| • Group Counseling | • Health and Hygiene | • Resource assistance |
| • Peer Support Groups | • Work Therapy | • Case Management and crisis intervention services |
| • Trauma Recovery | • Character Building | |
| • Life Skills | • Goal Setting | |
| | • Anger Management | |

In addition to 12-step recovery, the Heuer House program model, which is evidence- and trauma-informed, includes case management, goal planning and crisis intervention services; individual and group counseling / peer support groups; life skills education, including work therapy, parenting and health & wellness; resource navigation and assistance; temporary housing; GED preparation, tutoring and study skills training; spiritual development; adult mentoring and outreach support for a six-month period after program completion. The organizational model places residents within an ecosystem built for recovery and reciprocity.

The outcomes of this program will not only be seen in the increased health and wellbeing of clients, but also in the improved quality of life within their neighborhoods. By providing a safe place for individuals to heal and learn resilience skills, Heuer House is helping to create healthier futures for residents and their families. The following have been identified as outcomes of the program: improved family stability, increased employability, decreased recidivism rates, reduced substance use and improved mental health. These outcomes have been supported by research conducted by Heuer House and other organizations in Allegheny County.

The Mon Valley area of Pittsburgh has been severely impacted by substance abuse and addiction over the years, but there is hope on the horizon thanks to evidence-based treatment solutions specifically designed for those affected by these issues. By offering comprehensive services such as Motivational Interviewing, individual and group counseling, peer support groups, trauma recovery services, life skills development, relapse prevention training, health & hygiene work therapy and the evidence-based 12 Step Program requirements for residents; Heuer House is helping individuals gain control over their lives again while making a difference in their community.

2. Which focus community(ies) and population(s) does your organization plan to serve? Explain how this community and population have been disproportionately impacted by the opioid epidemic. (15 points)

Heuer House serves the Mon Valley area of the Pittsburgh Region with locations in the Allegheny Municipalities of Glassport and McKeesport. The expansion of existing recovery programming targets the McKeesport area. The demographics include adult (18 and older) men and women experiencing substance abuse and their families.

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In 2020, McKeesport, PA had a population of 19.1k people with a median age of 43.2 and a median household income of \$28,881. Between 2019 and 2020 the population of McKeesport, PA declined from 19,225 to 19,128, a -0.505% decrease and its median household income declined from \$29,094 to \$28,881, a -0.732% decrease. The 5 largest ethnic groups in McKeesport, PA are White (Non-Hispanic) (54.3%), Black or African American (Non-Hispanic) (37.5%), Two+ (Non-Hispanic) (4.09%), Asian (Non-Hispanic) (1.07%), and Other (Non-Hispanic) (0.962%).

The data from 2020-2023 gathered from the Allegheny County Overdose dashboard shows that while 59.97% of all overdoses were White and 37.40% were Black, Black men and women in Glassport (15045) and McKeesport (15132) are still disproportionately impacted. The overdose rate per 1000 for both Glassport and McKeesport is 25.3 and 22.9 respectively. However, the overdose rate per 1000 for Black men and women is an astoundingly high 208.3, while the same rate for White men and women is 31.8 in Glassport. In McKeesport, the overdose rate per 1000 for Black men and women is 31.8, while the rate is 36.5 for White men and women.

Community Designed and Operated (45 points)

3. Explain how your organization's proposed intervention will be community designed and operated, including a plan to include community members in the planning, design and/or implementation of the intervention. (15 points)

The Heuer House opioid and SUD intervention program will solicit members of the community and local stakeholders to develop a community advisory committee to assist in developing and implementation of the program. Heuer House will convene weekly community group meetings to give community members a platform to voice their opinions, challenges, barriers and needs surrounding intervention services. The following activities will be conducted:

- Host monthly Community Advisory Panel (CAP) of individuals who use substances to gather lived-experience program input
- Build partnerships with local law enforcement
- Build relationship with drug court and local magistrate offices
- Network with partners and providers to collaborate on events and services
- Creates amicable, working relationships with service providers, and agency and organizational leadership within the Mon Valley of Allegheny County
- Participates in advocacy coalitions around Harm Reduction and substance use, within the county

Heuer House also has plans for engaging with families of those struggling with addiction and SUD, providing them with education on how they can best support their loved one's journey towards recovery. We are committed to creating a safe haven that is free from stigma and judgement, where families can come together and find the resources they need. In addition, we will provide families with access to therapeutic services to help them cope with the

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challenges of having a loved one who is struggling with addiction. This could include family therapy, group therapy or individual counseling. By offering these services, Heuer House hopes to create an atmosphere that is conducive to successful recovery for all involved.

4. Explain why your organization is the appropriate provider to implement the proposed intervention, including a description of your organization's experience providing support or services to, with, or within communities that have been disproportionately affected by the opioid epidemic. (15 points)

Heuer House is a non-profit faith based provisional services organization dedicated to providing a safe, affordable, sober, and structural living atmosphere to individuals recuperating from opioid and other substance use disorder since 2005. Heuer House has eighteen years of experience facilitating intervention efforts for individuals suffering from addiction facing critical times. This includes those who seek basic needs such as employment, food, and housing; and those returning to the community from incarceration or hospitalization due to SUD-related events.

The mission of Heuer House is to make a significant difference in the lives of the Mon Valley Area young men, women, and their children by providing information, supportive services, counseling, and other provisional accommodations to facilitate home stability. With evidence-based treatment practices at each one of our neighborhood-based locations, we offer each Client and their families the highest quality addiction treatment services and an opportunity to heal, regain hope, rebuild and recover – for life.

Heuer House is a Black led organization with a Black Executive Director and a predominantly Black Governing Board that reflects the experience of underserved and disproportionately impacted populations. The recovery house operates with three full-time and five part-time staff members. In addition, the Governing Board made up of local Professionals and Community Leaders provide overall sanctioning of operations. Periodic evaluations are conducted to determine the value of Heuer House implemented services.

Since its inception, Heuer House has become a safe haven for individuals seeking a life free from drug and alcohol addiction. Heuer House is based on the evidence-based principals of the 12- Step program. The Heuer House recovery program is designed to address not only addiction, but the specific emotional issues and trauma that often lead individuals to addiction. When these issues are addressed and resolved, long term healing, recovery, and transformation happen, making relapse less likely. Our addiction treatment philosophy centers around offering evidence-based and individualized treatment solutions for individuals and families struggling with drug and alcohol addiction as well as co-occurring disorders. We strive to heal residents and their families from a life of active addiction and alcoholism to a life of hope and healing with an individualized approach to addiction treatment and a comprehensive continuum of care.

5. Describe your organization's plan for staffing, including roles, role descriptions and any training requirements. Proposers should demonstrate how the staffing plan reflects their

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commitment to prioritizing interventions led/staffed by Black individuals and individuals in recovery. (10 points)

Addressing opioid and substance abuse is a crucial undertaking that requires a comprehensive, collaborative, evidence based, and patient centered strategy. The Heuer House staffing plan is designed to provide intervention efforts that prioritize Black-led initiatives from a predominately Black-led organization. The aim of this plan is to ensure that people experiencing critical times can receive the support they need from knowledgeable and empathetic case managers. Unfortunately, the effects of opioid and substance abuse often affect Black communities disproportionately. Therefore, Heuer House's approach is a much needed and practical step towards addressing the underlying issues that lead to addiction and substance abuse. By prioritizing Black-led intervention, Heuer House will create a more inclusive environment where every individual can receive the care they need without fearing judgment or stigma.

STAFF/ADMINISTRATION

Heuer House will employ eight full-time staff members as well as volunteers from local colleges and Universities. These hires will be in addition

Director (Full-time) Responsible for hiring Program Staff, overseeing program development and operations. Developing and maintaining links with local agencies, yearly budgets, financial reporting, obtaining funding and donations.

Program Manager (Full-time) Responsible for establishing the Center, developing working relationships with community leaders and women's organizations, scheduling center programs, overseeing program staff and monthly reporting, facilitating in house group sessions.

Case Managers (Part-time) (2) Responsible for collecting data on residents, conducting home visits, monthly assessments of level of develop of children's growth and family stability, weekly home visits, crisis intervention and case management.

Instructor (Full-time)- Responsible for for providing personalized guidance to those facing addiction and substance abuse. This includes monitoring their progress, as well as facilitating workshops and activities that focus on the development of appropriate coping skills.

Peer Specialist (Full-time) (3)- Serve as a point-of-contact. They will provide personalized advice and support, while also connecting to necessary resources.

Governing Board - Responsible for sanctioning the operation of the Center and providing feedback to the Project Director on policies and operation. Board is comprised of local Professional and Community Leaders.

6. Attach one letter of support from a community-based organization or individual that speaks to your experience building trust with or within an affected community; this letter should include at least one specific example. (5 points)

Please see attached letter of support from the University of Pittsburgh.

Budget (10 points, not included in page count)

7. Attach a detailed, line-item budget that reflects a realistic estimate of the costs associated with planning, implementing and sustaining the intervention. (5 points)

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Please see attached budget.

8. Provide a budget narrative that clearly explains and justifies all line items in the proposed budget. (5 points)

Please see attached Budget Narrative.

**Heuer House
 OUD Prevention Program
 July 1, 2023 - June 30, 2024**

Categories			Original Budget	Total Budget
I. PERSONNEL SERVICES				
A. Staff Personnel	Hourly Rate	Number of Hours		
Case Managers (2)	22.00	4,160.00	91,520.00	91,520.00
Instructor	20.00	2,080.00	41,600.00	41,600.00
Peer Specialist (3)	18.00	6,240.00	112,320.00	112,320.00
			-	-
		Sub-Total	245,440.00	245,440.00
B. Fringe Benefits				
	Salary	Rate		
Case Managers (2)	91,520.00	7.65%	7,001.28	7,001.28
Instructor	41,600.00	7.65%	3,182.40	3,182.40
Peer Specialist (3)	112,320.00	7.65%	8,592.48	8,592.48
Case Managers- (2) Workers Comp	58,240.00	30.00%	17,472.00	17,472.00
Instructor- Workers Comp	27,040.00	30.00%	8,112.00	8,112.00
Peer Specialist (3) - Workers Comp	81,120.00	30.00%	24,336.00	24,336.00
Case Managers (2)- Insurance	58,240.00	10.53%	6,132.68	6,132.68
Instructor- Insurance	27,040.00	10.53%	2,847.32	2,847.32
Peer Specialist (3) - Insurance	81,120.00	10.53%	8,541.94	8,541.94
		Sub-Total	86,218.09	86,218.09
		Total	331,658.09	331,658.09
II. CONSULTANT SERVICES				
Consultants				
Accounting Fees			2,400.00	2,400.00
			-	-
		Total	2,400.00	2,400.00
III. SUBCONTRACT SERVICES				
			-	-
			-	-
		Total	-	-
	-5-			
IV. Participant SERVICES				
Program Supplies			2,840.00	2,840.00
Participant Transportation			2,400.00	2,400.00
			-	-
		Total	5,240.00	5,240.00
V. EQUIPMENT				
	Quantity	Unit Cost		
Tablets	6	800.00	4,800.00	4,800.00
			-	-
			Total	4,800.00
VI. SUPPLIES				
Office Supplies			1,200.00	1,200.00
Software			1,100.00	1,100.00
			-	-
		Total	2,300.00	2,300.00
	-6-			
VII. TRAVEL				
Employee Training			3,500.00	3,500.00
			-	-
		Total	3,500.00	3,500.00
VIII. OTHER COSTS				
Postage and Shipping			1,100.00	1,100.00
Telephone			2,700.00	2,700.00
Printing and Reproduction			1,600.00	1,600.00
Space			14,400.00	14,400.00
Outreach			3,500.00	3,500.00
Audit			3,000.00	3,000.00
Administrative Assistant (30%)			7,488.00	7,488.00
Executive Director (30%)			21,000.00	21,000.00
Administration			2,400.00	2,400.00
			-	-
		Total	57,188.00	57,188.00
TOTAL			407,086.09	407,086.09

Budget Narrative

Personnel – Salaries

Total: \$245,440.00

Case manager (2) - will spend 100% of their time providing direct service and case management to the participants. This individual will assess needs and connect participants with resources. This individual's annual salary is and will be covered for the duration of the contract totaling \$45,760.00. Two case managers will be totaled at \$91,520.00. Hourly Rate \$22.00 x 4,160 Hours=\$91,520.00

Instructor – works with participants to provide solutions and evidence-based treatment. This individual's annual salary is \$41,600.00 and will be covered for the duration of the contract. Hourly Rate \$20.00 x 2080 Hours= \$41,600.00

Peer Specialist – Serves as a point-of-contact. They will provide personalized advice and support, while also connecting to necessary resources.. This individual's annual salary is \$37,440.00 and will be covered for the duration of the contract. Three Peer Specialists will be totaled at \$112,320.00 Hourly Rate \$18.00 x 6,240 Hours= \$112,320.00

Fringe Benefits

Total: \$86,218.09

FICA will be paid for all salaries: \$245,440.00 x .0765 = \$18,776.16

Workers Compensation will be paid for all salaries: \$166,400.00 x .3 = \$49,920

Insurance will be paid for all salaries: \$166,400.00 x .1053 = \$17,521.92

Operating

Total: \$18,240

Participant Transportation-Transportation for participants to avoid barriers in SUD/ODD services. \$2,400.

Program Supplies - to provide supplies for administrative meetings, workshops, etc. \$236.00 x 12 months = \$2,840.00.

Office Supplies & Software –To purchase supplies for the offices monthly. 12 months x \$100 = \$1,200. Purchase of software for the computer that will be based in the administrative office and will be used to develop and maintain client databases in addition to performing administrative work connected to this program.
\$1,200 + \$1,100 = \$2,300.

Tablets- Six (6) tablets will be purchased for use by staff 6 x \$800 = \$4,800.

Training - to provide supplies for professional development and orientation for staff. \$41.67 x 12 months = \$3,500.00.

Travel - The staff is expected to travel around the county/State to visit sites, attend meetings and trainings/conferences, meet with county partners, visit families etc. The agency reimbursable rate is 0.445 and not the Federal rate of 0.585.

Accounting – Bookkeeping and monthly financial reporting by CPA = \$2,400.

Other Costs

Total: \$57,188

Space- Monthly rent and utilities cost is necessary for the site location to provide the services and activities. \$3,600.00 a month. This funding will only be allocated to 33% of the rent. \$1,200.00 x 12

months= \$14,400.00.

Postage and Shipping- to include mailers, postage, shipping, etc. $\$91.66 \times 12 \text{ months} = \$1,100.00$.

Telephone/Fax/Internet - This service is needed to stay connected to funding sources, parents, community collaborators and staff. $\$225.00 \text{ per month} \times 12 \text{ months} = \$2,700.00$.

Printing/Copying - to include flyers, registration forms, handouts, workshop information, binding etc. $\$133.33 \times 12 \text{ months} = \$1,600.00$.

Outreach - materials and activities to engage and attract residents $\$291.66 \times 12 \text{ months} = \$3,500$.

Audit - annual audit by CPA = \$3,000.

Administration Assistant – Responsible for maintaining center appearance, daily correspondence, maintaining client files and all other communicating and clerical functions with 30% of costs devoted to this grant for the duration of contract. $\$24,960 \times .3 = \$7,488$

Executive Director - Responsible for hiring Program Staff, overseeing program development and operations. Developing and maintaining links with local agencies, yearly budgets, financial reporting, obtaining funding and donation with 30% of costs devoted to this grant for the duration of contract. $\$60,000 \times .35 = \$21,000$

Administration Cost - covers the administration of this grant. \$2,400

Total: \$407,086.09



5032 Salk Hall
3501 Terrace Street
Pittsburgh, Pennsylvania 15261
[REDACTED]

School of Pharmacy
Department of Pharmacy and Therapeutics
Office of Experiential Learning

July 28, 2023

Rev. Walter Butler
Heuer House
[REDACTED]

Dear Rev. Butler,

It is with great pleasure that I write this letter of support for the Heuer House. We are happy for our continued partnership with your site being a part of the University of Pittsburgh School of Pharmacy Experiential Learning Program.

Our first-year student pharmacists will be joining you at the Heuer House for a one-year, longitudinal service-learning experience. The experience is embedded into their course entitled "Community Health," and the purpose of the course is to provide students with a fundamental understanding of pharmaceutical care and to foster a sense of community involvement through service learning. Early exposure to service learning makes didactic instruction more relevant regarding communication, civic involvement, humanistic care of patients, and social awareness of unmet medical needs. Having our student learners be a part of the contributing to the drug and alcohol addiction recovery services at your site will help to cultivate the true spirit of service learning and understanding the health needs of our community members.

Thank you for your support of the University of Pittsburgh's Experiential Learning Program. Please let me know if you need more information or have additional questions. If you have any questions, please feel free to reach out to the Experiential Learning Team.

Sincerely,

Anna G. Schmotzer

On behalf of The University of Pittsburgh School of Pharmacy Experiential Learning Team

Sue Skledar [REDACTED]
Ashley Yarbinec [REDACTED]
Anna Schmotzer [REDACTED]
Robie Gosney [REDACTED]

c. Rev. LaWana Butler