

Appendix 1: Calculating Resident Population and Drug Overdose Deaths for an Applicant's Service Catchment Area

Appendix 1 describes the definitions and data sources that an applicant must use when reporting the following three pieces of information to CDC in the OD2A: LOCAL application:

- A description of the applicant's service catchment area,
- The resident population of the applicant's service catchment area as of July 1, 2021
- The total number of undetermined and unintentional drug overdose (UUDO) deaths that occurred during 2021 among residents of the applicant's service catchment area.

Use of this guidance ensures comparable information is reported across applicants and enables CDC to accurately validate the information during Phase III evaluation. The population and drug overdose death burden of the applicant's service catchment area will be used to determine your OD2A: LOCAL funding and to assign points to your application as part of the OD2A: LOCAL Phase II review of your application.

Appendix 2b contains a sample form called the *OD2A: LOCAL Overdose Burden and Funding Form* for calculating and recording the three required pieces of information (i.e., service catchment area, resident population, and UUDO deaths) and estimating an applicant's OD2A: LOCAL funding. Applicants are not required to use this sample form and can create their own form to complete calculations. **All applicants are required to upload either the completed sample form or a custom form with the three required pieces of information to grants.gov in a file named <Applicant_Name>_OD2A_LOCAL_Overdose_Burden_and_Funding_Form.** Applicants who choose to submit the *OD2A: LOCAL Overdose Burden and Funding Form* must upload it as an Excel document.

1.0 Identifying and describing your service catchment area

An applicant's service catchment area refers to the counties, cities, and/or territories that the applicant currently serves. Most applicants will serve a single county, city, or territory. Applicants must describe their service catchment area in terms of counties, cities, and/or territories. Descriptions of catchment areas using other geographic boundaries such as zip code or census tract will be considered invalid. This restriction ensures that UUDO death counts and population sizes can be replicated and validated by CDC during Phase III review.

To help recipients meet this requirement, Appendix 2A provides step-by-step guidance for identifying and describing your service catchment area.

1.1 Resident population of your service catchment area as of July 1, 2021

When reporting the estimated resident population of your jurisdiction in your OD2A: LOCAL application, applicants should use the following four publicly available data sources depending on whether you serve counties, cities, territories, or both counties and cities.

- **Counties:** When calculating resident population for a county or counties in your service catchment area, applicants must use the following US Census webpage: [Annual Estimates of the](#)

[Resident Population for Counties: April 1, 2020 to July 1, 2021.](#) This Census table includes county-equivalent areas such as parishes and boroughs.

- Applicants that serve a single county should report the population of the single county as of July 1, 2021 in their application.
 - Appendix 2A provides step-by-step resources for finding and reporting your county population and may be especially useful to applicants that serve multiple counties.
- **Cities:** When calculating resident population for a city or cities in your service catchment area, applicants must use the following US Census webpage: [Subcounty Resident Population Estimates: April 1, 2020 to July 1, 2021.](#)
 - Applicants that serve a single city should report the population of the single city as of July 1, 2021 in their application.
 - Appendix 2A provides step-by-step resources for finding your city population and may be especially useful to applicants that serve multiple cities.
- **Territories:** When calculating resident population for a territory, applicants with the exception of Puerto Rico must use the 2020 Island Area Census webpage ([Population and Housing Unit Counts](#)). 2020 population data is used instead of 2021 data because 2021 data is not publicly available for territories besides Puerto Rico.
 - **Puerto Rico:** The following census webpage must be used to calculate resident population for Puerto Rico: [Annual Estimates of the Resident Population for the United States, Regions, States, District of Columbia and Puerto Rico: April 1, 2020 to July 1, 2021.](#)
 - Appendix 2A provides step-by-step resources for finding the population of your territory.
- **Applicants serving multiple counties and/or cities:** For applicants that serve multiple counties and/or cities, the applicant should report the total number of residents living in the applicant's service catchment area (See Appendix 2A for more in-depth discussion). For instance, if a special health district serves three counties, the applicant should sum the population of each of the three counties to get a total population for all three counties in their service catchment area.

1.2 Unintentional and undetermined intent drug overdose (UUDO) deaths definition

Applicants must use the following definition when reporting the number of UUDO deaths that occurred among their residents during 2021 in their OD2A: LOCAL application. Use of a standard definition is critical to ensure drug overdose burden reporting is comparable across applicants.

- UUDO deaths must be identified using the following ICD-10 (International Classification of Diseases 10th Revision) underlying cause-of-death codes assigned to the death certificate:

International Classification of Diseases, Tenth Revision (ICD-10 codes)	Description of ICD-10 Codes
X40–X44	Accidental poisonings by drugs
Y10–Y14	Undetermined intent poisoning by drugs

- Only UUDO deaths that occurred during January 1, 2021 – December 31, 2021 should be included in your count.
- Only report the UUDO deaths of residents in the counties, cities, or territories served by your health department.
- Most applicants will serve a single county, city, or territory. These applicants should report the number of UUDO deaths that occurred in the single county, city, or territory they serve.
 - **Counties:** Applicants that serve one or more counties can use the [CDC WONDER Multiple Cause of Death Query System](#) to count UUDO deaths that occurred in 2021 (See Appendix 2A for detailed instructions).
 - **Cities and territories:** Unfortunately, 2021 United States vital records data on UUDO deaths are currently not publicly available at the city- or territory-level. Thus, applicants serving cities or territories must collaborate with vital records agencies at the state or territory to identify the number of UUDO deaths that occurred among their residents during 2021.
 - **Applicants serving multiple counties or cities:** Applicants that serve multiple counties and/or cities should report the total number of resident UUDO deaths that occurred in the applicant's service catchment area (See Appendix 2A for more in-depth discussion). For instance, if a special health district serves three counties, the applicant should sum the number of UUDO deaths that occurred among residents of each of the three counties to get a total count of UUDO deaths that occurred in all three counties in the applicant's service catchment area during 2021.
- Appendix 2A provides examples and resources to support applicants, especially special health districts serving multiple counties and cities, to accurately calculate their drug overdose burden. Use of the form in Appendix 2B to calculate population size and drug overdose burden is optional and provided as a resource.

Questions about these definitions or instructions should be sent to: OD2A_LOCAL@cdc.gov