

**LOCAL PREVENTION COUNCIL
BEST-4-Bristol
REQUEST FOR PROPOSALS**

PROGRAMS AIMED AT UNDERAGE DRINKING, TOBACCO & DRUG USE

The Bristol Prevention Coalition, BEST-4-Bristol, has funds available to develop and implement culturally competent programs **to prevent or reduce the use of alcohol, tobacco products and other drugs** (ATOD). Grant proposals can be submitted by non-profit or public agencies serving the Bristol community and local businesses who are seeking to implement fundamental policy change regarding substance abuse. Applications must include plans for the development and implementation of prevention programs using one or more of the following **strategies: environmental, community-based processes, information dissemination, education, problem identification and referral or alternatives** to prevent substance abuse and other addictive behaviors (see Appendix A for definitions). The grant is intended to facilitate **culturally competent** alcohol abuse and drug prevention and promote behavioral health and overall wellness. (See Attachment B)

Grant Requirements

1. Prevention Strategies and Services

The major purpose of the grant is to stimulate the development and expansion of local primary substance abuse prevention services that address all stages of human development. While the range of potential services is broad and may include other risky behaviors or behavioral health issues, the aim is to promote wellness and keep the many problems and consequences related to ATOD use/misuse/abuse from occurring.

Additionally, prevention endeavors to change the environment so that ATOD use/misuse/abuse will not occur, thereby reducing the numbers of individuals who experience negative consequences from use of ATOD. Therefore, in developing prevention services, it is essential to consider cultural factors and historically underserved populations. It is expected that each grant demonstrate an understanding of the value of representation reflecting (racial, ethnic, gender, sexual orientation, disability, language, social, political, and economic) diversity. Each applicant is especially requested to embed cultural competence practices in all services funded under the grant.

The range of potential services is broad though proposals must identify prevention needs and assist in filling these gaps in services. A complete list of prevention strategies and services is found in Appendix C. Projects must focus on two or more of the six strategies. ***Projects focused on remedial services such as the provision of ATOD abuse and/or joint behavioral health treatment services demonstrating problems resulting from the use and abuse of alcohol, tobacco or other drugs, or the provision of early intervention services displaying symptoms of possible regular use and/or abuse of ATOD will not be considered for funding.***

2. Youth Prevention of Alcohol and Marijuana

The Local Prevention Coalition, BEST-4-Bristol, has an interest in supporting programs that complement or enhance its overall goal to prevent of alcohol and marijuana use of youth ages 12 to 17 years. The coalition aims to:

- a) Reduce the number of youth who have used alcohol or marijuana in the past 30 days
- b) Increase youth's perception of risk with using alcohol and marijuana
- c) Increase youth's perception of parent's disapproval for using substances
- d) Increase youth's perception of peer disapproval for using substances.

BEST-4-Bristol coalition will be conducting an anonymous survey and will invite grantees and their target population to participate.

Applicants are encouraged to utilize two or more of the **7 Strategies for Community Change**, an evidenced based approach proven to reduce the impact of substance abuse on communities.

The 7 Strategies for Community Change:

1. Provide Information
2. Enhance Skills
3. Provide Support
4. Change Access / Barriers
5. Change Consequences, Incentives/Disincentives
6. Change Physical Design
7. Modify & Change Policies.

School-Based Services: All applications indicating sponsorship of public school-based or public school-related services must also demonstrate the support of the Superintendent of Schools (or his/her designee) for each local and/or regional education agency or district Drug-Free Schools Coordinator involved.

3. Application and Reports

Applicants must submit a **Mini-Grant Application Form**, a **Target Population Sheet** and an **Itemized Budget**. Please be sure to provide all the required information and note that school-based programs need the Superintendent's endorsement.

Programs must be conducted between the period of January 2, 2019 and June 30, 2019. A summary report of the program activities, outcomes and actual target population served must be submitted within 30 days of the end of the program, or no later than July 10, 2019. Include attachments of handouts and an expenditure report showing how the money was used.

Grants can only be awarded to a non-profit organization or public agency. Please email your intent to submit a proposal as soon as possible to: eileenmcnulty@bristolct.gov.

For information or questions regarding the application process, contact:

Eileen McNulty, Bristol Youth Services at eileenmcnulty@bristolct.gov or 860-314-4690
Donna Osuch, United Way of West Central Connecticut at 860-582-9559.

The Local Prevention Council will announce their decision on the awards on/around January 11, 2019. The LPC is interested in funding two or more proposals whose strategies target various populations by age and reflect the socio-economic diversity of the community. We encourage groups to collaborate on projects and may suggest partnerships for similar projects. Recipients are required to collect demographic data and submit a summary report on activities and outcomes at the end of the funding period, using forms that will be provided by the LPC.

An original and six (6) copies of the proposal must be submitted **by Wednesday, January 2, 2019 by 4:30 p.m. to:**

Eileen M. McNulty
Bristol Youth Services
51 High Street
Bristol, CT 06010

Grant Application To Support Local Prevention Council Strategies

Mini Grant Application Form

Activity and Location:

Title of Program	
Name of Organization	
Address of Organization Requesting Funding	
Federal Employer Number (FEIN)	
Contact Name/Title	
Phone	
Fax	
Email	

Program Narrative:

Cultural Competency efforts and how the project prevents substance abuse and tobacco use:

Proposed Program / Project

Goals	Activities
1.	
2.	
3.	

Evaluation Plan indicating how you will know that the targeted population is better off. Include Proposed Outcomes, Indicators of Success and How Growth will be Measured (tool).

Proposed Outcomes and Indicators of Success	Measurement Tool
1.	
2.	
3.	

Prevention Service Type Being Used (see Appendix A).

Service Type	Activity and Code	Location

Grant Application to Support Local Prevention Council Strategies

BUDGET

In the Description of Item, provide a brief explanation of each needed budget item.

Provide an itemized budget of expenses that you expect to incur in the implementation of your projects. This budget should show exactly what requested dollars will purchase. Include such expenses as: personnel costs with salary and fringe (maximum allowed 30%); materials/ supplies; equipment and equipment rentals (maximum allowed 20%). All expenses must be specified particularly in the "other" category. Include total cost for the program and matching funds.

ITEMIZED BUDGET

Description of Item	Request	Matching Funds	Total
Personnel:			
Professional / Contractual Fees:			
Materials & Supplies:			
Equipment:			
Advertising / Printing / Publishing / Marketing			
Transportation:			
Rentals: (specify equipment, facilities)			
OTHER: (specify)			
TOTAL			

Grant Application to Support Local Prevention Council Strategies

Mini Grant Application Form

Signature of Person Certifying this application:	
Name (Print)	
Title	
Date	

Signature of Executive Official:	
Name (Print)	
Title	
Date	

Prevention Strategies and Services with Codes

Service Type	Code	Definition	Count Method	Demographics Needed	Staff Hours
Substance-free Social/ Recreational Event	STA01	*This is a social or recreational service for youth and adults that intentionally excludes the use of alcohol, tobacco, and other drugs. Examples are After Graduation and After Prom parties; substance-free community events; and smoke-free gatherings and events. (Giving fun-centered the event)	Number of participants	Yes	Direct
Community Drop-In Center Service	STA04	*This is a structured prevention or health promotion event held at a community drop-in center that offers social, recreational, and learning environments free of alcohol, tobacco, and other drugs. (Your center - you are not a participant at an event)	Number of participants	Yes	Direct
Community Service	STA06	*This is a service provided to a community by youth and/or adults. Examples are community clean-ups; events to repair or rebuild neighborhoods; <u>fundraisers for charitable causes</u> ; and support to the elderly or shut-in.	Number of attendees who participated in the event	Yes	Direct
Youth/Adult Leadership Function	STA07	*This is a structured, prevention service that uses adults to provide guidance, support, and other risk reduction activities for youth or adults. Examples are tutoring programs; coaching activities; mentoring programs; and adult-led youth groups.	Number of participants	Yes	Direct
Accessing Services and Funding	STC01	*This service increases or improves the prevention or health promotion capacity of a community by developing resources to support services. Examples are accessing and coordinating <u>Federal, state, and local grants</u> ; developing and maintaining a listing of Federal, state, and local funding sources; or developing program budgets. (All budgets-no matter source.)	Number of grants/budgets submitted	No	Indirect
Focus Group	STC011	*This is a structured interview of groups of 6-10 people at the same time in order to gather information or test new ideas.	Number of people in the group	Yes	Indirect
Community Funds Distribution	STC012	*This is the distribution of funds for a specific substance use disorder prevention or health promotion purpose. Examples are funding for Local Prevention Councils, mini-grants, or	Number of grants issued	No	Indirect

		<u>enforcement activities</u> . (One time entry for each group)			
Coalition Building	STC013	*This is a service designed to build or enhance coalition resources or membership through <u>outreach and engagement</u> .	Number of <u>new people or new people from organizations</u> committing to support coalition efforts	Yes	Indirect
Coalition Capacity Building	STC014	*This is participation in training or other meetings related to the implementation of DMHAS funded programs at the community level. Examples are grantee meetings; learning communities; and receiving training or TA to address specific readiness and capacity needs.	Number of people in the coalition (count yourself)	Yes	Indirect
Monitoring and Evaluation	STC015	*This is the <u>collection, analysis, or reporting of data</u> . Examples are collection of required process or outcome data; student surveys; focus groups that contribute to program evaluation; review of intervention effectiveness to develop recommendations to refine and improve prevention services. (for each survey i.e. town, student etc.) Also use for data entry into DMHAS prevention data collection system.	Number of people involved in the process	Yes	Indirect
Assessing Community Needs	STC02	*This is a <u>formal assessment of prevention needs</u> and response capacity that describes data and information about substance use and related problems and identifies prevention priorities and at-risk and high-risk populations. Need assessment process and report.	Number of people involved in the process	Yes	Indirect
Community/ Volunteer Services - Training	STC03	*This is a <u>structured service intended to impart information to individuals</u> or community groups. It may include the teaching of organizational development skills. Examples could be training peer leaders, mentors, or coalition volunteers; teaching action planning for community decision makers; or facilitating multicultural leadership mobilization or neighborhood action.	Number of people who received the training	Yes	Direct

Community Team Activities/ Coalition Meetings	STC05	*This is the work of a coalition or other formal community team that fosters, supports, enhances, or advocates for prevention and health promotion. Examples are <u>coalition meetings that involve multi-agency coordination</u> and collaboration and development of cooperative agreements to provide prevention services.	Number of participants	Yes	Direct
Training Services	STC06	This is the delivery of structured prevention training intended to develop professional proficiency in prevention program design, development, and delivery. Examples are conducting prevention training programs; conducting training of trainer; or other formal skill-building services.	Number of people trained	Yes	Direct
Technical Assistance Services	STC08	This is the delivery of technical assistance by professional prevention staff to prevention programs, community organizations, and individuals intended to strengthen or enhance prevention services and lead to a final product. Examples are assistance in developing written plans for sustainment or improving cultural competence; guidance on conducting an evaluation.	Number of people receiving TA	Yes	Direct
Systematic Planning Services	STC10	*This is collaborative community strategic planning using the results of a formal needs and resources assessment to identify priority problems and populations, select appropriate services, allocate resources, develop an action plan; and identify performance targets.	Number of people involved in the process	Yes	Indirect
COSA Groups	STE01	This is a multi-session, short-term substance use disorder prevention educational program for <u>children of substance abusing parents</u> . One example is an Adult Children of Alcoholics meeting.	Number of participants	Yes	Direct
Classroom Educational Services	STE02	*This is a service that is part of the delivery of a recognized prevention <u>curriculum</u> in a school or college classroom. Examples are curricula listed in <u>federal registries of evidence-based programs or recurring</u> substance use disorder education to students.	Number of participants	Yes	Direct
Educational Service for Youth Groups	STE03	*This is a service that is part of a <u>structured multi-session substance use disorder prevention program for youth groups</u> (children, teens, young adults) and youth organizations, such as Boys or Girls Clubs, Scouts or organizations serving youth.	Number of participants	Yes	Direct

Parenting/Family Management Service	STE04	*A <u>multi-session substance use disorder program</u> designed to assist <u>parents and families</u> in addressing substance use disorder risk factors, implementing protective factors, and learning about the effects of substance use disorder on individuals and families. Topics typically include parenting skills, family communications, decision-making skills, conflict resolution, family substance use disorder risk factors, family protective factors, and related topics. Examples are parent effectiveness training and programs designed to strengthen families.	Number of participants	Yes	Direct
Peer Leader/Helper Program	STE05	*This is a <u>structured substance use disorder prevention program</u> that use peers (people of the same age, ability, or standing) to provide guidance, support, and other risk reduction activities for youth or adults. Examples are Natural Helpers; peer support groups; peer resistance development; tutoring programs; and teen leadership institutes. (Peer advocate work)	Number of participants	Yes	Direct
Small Group Sessions	STE06	*This is a service that is part of a multi-session substance use disorder education program for youth, parents, church members or business groups of not more than 16 members. One example is a <u>short-term substance use disorder education</u> group for members of a faith community. (Home grown programs)	Number of participants	Yes	Direct
CT Clearinghouse Patron Services	STN003	Responses to patron inquiries to holdings	Number of services provided - Will check with Clearinghouse on their ability to collect demographic information.	No	Direct

Clearinghouse/Information Resource Center	STN01	A central repository of and dissemination point for current, factual, and culturally relevant written and audiovisual information and materials concerning substance use and use disorder. Examples are: Information resource centers, Resource libraries, Electronic bulletin boards, Prevention resource centers, and Regional Alcohol and Drug Awareness Resource (RADAR) network centers.	Number of Centers	No	Indirect
Health Fairs	STN02	*This is participation a school or community gathering to disseminate written materials and information on substance use disorder prevention and related issues. Examples are school health education fairs; health education programs in shopping malls; church fairs; or public health events. (General info given out at health fair)	Number of attendees	Yes	Direct
Health Promotions	STN03	*This is a service designed to educate individuals, school staff, and families about <u>specific substance use disorder risks, risk reduction</u> and other activities to promote positive and healthy lifestyles. Examples are school health promotion gatherings; health screening programs in shopping malls. (Higher level of engagement)	Number of attendees	Yes	Direct
Audiovisual Material Disseminated	STN10	*This is dissemination of original audiovisual material related to substance use disorder, its effects on individuals, schools, families, and communities. <u>Examples are videos, DVDs, or multimedia websites.</u> This includes Clearinghouse Library Loan Services. (For social media count number of followers)	Number of people receiving materials ----- Number of materials disseminated	Yes	Direct ----- Indirect
Printed Material Disseminated	STN11	*This is dissemination of original printed materials designed to inform individuals, schools, families, and communities about the effects of substance use disorder, approaches to prevention, and available services. Examples are brochures; flyers; fact sheets; posters; or website content. This includes Clearinghouse Library Loan Services. (For social media count number of followers)	Number of people receiving materials ----- Number of materials disseminated	Yes	Direct ----- Indirect

Curriculum Disseminated	STN12	*This is dissemination of an original course of study in prevention that includes all the <u>materials needed for the course to be replicated</u> , including learning goals and objectives, materials, evaluation, etc. This includes Clearinghouse Library Loan Services. (For social media count number of followers)	Number of people receiving materials ----- Number of materials disseminated	Yes	Direct ----- Indirect
Periodicals Disseminated	STN13	*This is dissemination of an <u>original bulletin or newsletter</u> containing timely prevention news or information of interest to a particular group, <u>produced on a periodic basis</u> , and disseminated via email, website, mail, fax or other means. This includes Clearinghouse Library Loan Services. (examples; constant contact, school newsletters, church bulletin)	Number of people given the bulletin or newsletter ----- Number of periodicals disseminated	Yes	Direct ----- Indirect
Public Service Announcement Disseminated	STN14	*This is dissemination of an original Public Service Announcement (PSA), a media message disseminated at no charge through television, radio, or a website , designed to inform and educate audiences about substance use disorder and its effects on individuals, schools, families, and communities.	Number of people listening to or viewing the PSA	Yes	Indirect
Resource Directory Disseminated	STN15	*This is dissemination of an original resource directory of substance use disorder and related programs and services in a particular community, county, or state. Examples are statewide services resource directory; <u>community services resource directory</u> ; or training course directory.	Number of people receiving materials ----- Number disseminated	Yes	Direct ----- Indirect
Media Campaign Distributed	STN16	*A <u>media campaign</u> uses social marketing and public education principles to deliver substance use disorder prevention or health promotion messages designed to change social norms. <u>This is a series of messages, based on careful research and knowledge</u> about the intended audience so that they are consistent with their values, attitudes, and motivations, are disseminated using print, broadcast and web-based media. Examples include promotion of Red Ribbon, Safe Graduation or other similar events; or a combination of newspaper ads, web	Census of the "community" impacted by the campaign	Yes	Indirect

		content, and the distribution of signs, postcards, bumper stickers, posters, etc.			
Speaking Engagement	STN17	*This is a speech, news conference, briefing, classroom presentation, assembly presentation, hearings, or volunteer speaker's bureau assignment to impart information about substance use disorder prevention and related issues. (Single occurrence).	Number of attendees	Yes	Direct
Telephone/ Email/Website Information Requests Received	STN18	Telephone and email services intended to provide information about substance use disorder prevention and treatment issues and services. This does not include routine telephone calls that are a normal part of day-to-day business. Examples are <u>hotlines; toll-free numbers; information and referral lines; and detailed email</u> responses to requests for information via email or website. This includes hosting of Listservs.	Number of people served	No	Direct
Employee Assistance Program	STP01	*This program provides information to individuals whose substance use disorder-related problems may be interfering with work performance. Examples are workplace prevention education programs; health promotion programs for employees; supervisor training on substance use disorder; and employee screening for referral.	Number of people served	Yes	Direct
Naloxone distribution.	STP001	Naloxone distribution.	Number of people receiving kits	Yes	Direct
Student Assistance Program	STP03	*This is a systemic process involving a professionally trained team, including school staff and liaisons from community alcohol and drug and mental health agencies, to identify substance use disorder problems, determine whether the problem lies within the responsibility of the school, and make recommendations to assist the student and the parent.	Number of participants	Yes	Direct
Prevention Assessment and Referral	STP06	*This is a service intended to <u>provide a risk screening and referral</u> to individuals for placement in prevention or other appropriate services. One example is Brief Alcohol Screening and Intervention for College Students (BASICS). SBIRT;	Number of participants	Yes	Direct

Enforcement of Alcoholic Beverage Laws or Policies	STV001	*This is a service designed to enforce laws or policies governing underage drinking or other laws related to alcohol consumption, using deterrence and incentives. Examples are DUI checkpoints; party patrols; community policing; or Tips Lines (anonymous phone calls to report underage drinking and compliance checks)	Census of the community impacted (recurring service)	Yes	Indirect
Enforcement of Illicit Drug Laws or Policies	STV002	*This is a service designed to enforce laws or policies governing illicit drug or other laws related to illicit drug consumption, using deterrence and incentives. Examples are DUI checkpoints; party patrols; community policing; or Tips Lines (anonymous phone calls to report illicit drug use at parties such as marijuana and non-medical use of prescription drugs)	Census of the community impacted (recurring service)	Yes	Indirect
Environmental Consultation to Communities	STV01	*This is technical assistance designed to maximize the development and/or enforcement of substance use disorder norms and standards. Examples are TA for smoking cessation; TA to communities in monitoring enforcement substance laws; TA to develop drug-free workplaces or drug-free school zones.	Number of people who receive TA	Yes	Direct
Preventing Sale of Tobacco to Underage Youth	STV02	*This is a service designed to prevent the sale of tobacco and tobacco products to minors. Examples include retailer compliance checks; merchant education; police partnerships.	Number of people served	Yes	Direct
Preventing Sale of Alcohol Beverages to Underage Youth	STV03	*This is a service designed to prevent the sale and consumption of alcoholic beverages by minors, including <u>social host training programs</u> ; vendor/server training; or law enforcement education programs. *(not compliance checks)	Number of people who receive training	Yes	Direct
Establishing Substance-Free <u>Policies</u>	STV04	*This is the <u>establishment of school, workplace, or community policies</u> regarding substance use, including establishment of drug-free school zones or workplaces; and development of school or business substance use policies and procedures.	Number of policies impacted	No	Indirect
Changing Codes, Ordinances, Regulations, and Legislation	STV05	*This is a service designed to <u>change codes, ordinances, regulations, or other laws</u> to reduce the availability of or access to, substance. Examples are zoning ordinances to prohibit new alcohol outlets or reduce the number of existing outlets; drinking-in-public ordinances; alcoholic beverage control regulations; efforts aimed at state legislatures or city officials.	Number of codes, ordinances, regulations or laws changed	No	Indirect

Public Policy Efforts	STV06	This is a service designed to change <u>public policy</u> about substance use. Examples are <u>campaigns to change</u> product pricing or taxing; campaigns to change the location of alcohol or tobacco products to reduce youth access; or development of uniform enforcement policies within one or more jurisdictions.	Number of policies changed	No	Indirect
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