



**CHILDREN, FAMILY AND COMMUNITY CONNECTIONS DIVISION
YOUTH SUBSTANCE ABUSE PREVENTION
NOTICE OF FUNDING OPPORTUNITY**

BACKGROUND INFORMATION

The Health, Housing & Human Services Department through its Children, Family and Community Connections Division (CFCC) is seeking applications from agencies/organizations that are capable of delivering Alcohol and Drug prevention services in Clackamas County. CFCC promotes healthy, safe communities and positive youth development, with a focus on reducing underage drug and alcohol use and associated harms. We do this by raising awareness, enhancing skills, providing support, altering physical environments to reduce risky behaviors, and modifying or creating policies supportive of prevention of substance use. We strive to center youth voice and equity in these activities.

CFCC is committed to prevention of substance use and misuse, delaying the age of first use and providing accurate information to prevent overdose and other harms.

PROGRAM DESCRIPTION

The goal of Youth Substance Abuse Prevention (YSAP) is to provide youth-focused substance use prevention programming responsive to community needs. Successful programs will prevent youth exposure and early onset of substance use with an emphasis on preventing marijuana use. Grantees will demonstrate strong collaboration with partners or capacity to work towards strengthening collaboration to maximize program impact.

Required Program Components:

Activities must:

- Serve youth 10 – 20 years old living in Clackamas County;
- Engage youth in program planning;
- Promote protective factors and prevent risk factors of substance use;
- Align with Center for Substance Abuse Prevention (CSAP) Six Strategies for Community Success (detailed below);
- Include approaches that counter misperceptions of risk and prevalence of youth marijuana use. This includes addressing social norms held by youth, their parents and communities that impact a youth's decision to initiate or continue use;
- Be respectful of, and relevant to, the beliefs, practices, culture, and linguistic needs of the populations and communities your agency serves; and
- Be part of collaborative efforts with local partners (stakeholder groups, schools, law enforcement, service organizations, etc.).

The CSAP strategies are:

- (1) Information Dissemination; increase knowledge and awareness of the harms associated with drug use without stigmatizing need for treatment (Examples: local implementation of media campaigns;

Public Service Announcements (PSAs); social media messaging that provides youth-friendly and receptive tools, tips, and information regarding impacts of substance use).

- (2) Education; build skills to prevent substance use (Examples: assuring school policy supports evidence-based school curricula and parenting education and skill building; peer leadership; classroom education); Education should be geared towards youth and families. Topics may include: substances and brain development; addiction science and how substances affect youth differently; how to access substance use treatment services; stigma reduction; how the War On Drugs shaped the public perception of drug use.
- (3) Alternative Activities; organize activities that exclude substances (e. g. youth leadership and community service projects that support policy strategies and goals; mentoring programs; activities that promote positive mental and physical health).
- (4) Problem Identification and Referral; identify individuals misusing alcohol and other drugs and assess how they can be helped by educational and other services (Examples: sustainable referral systems to evidence-based health care systems, services, and providers). Provide information to youth on how to: know when they might need help; help others seek help; access and advocate for youth-focused resources.
- (5) Community Based Processes; provide networking and technical assistance to implement evidence-based practices, strategies in schools, law enforcement, communities and agencies (Examples: strategic planning, community engagement and mobilization; building and effectively managing prevention coalitions).
- (6) Environmental Strategies. Establish strategies for changing community policies, standards, codes and attitudes toward alcohol and other drug use (Examples: school policies and community or organizational rules and laws regarding alcohol, tobacco and other drugs; advertising restrictions).

AWARD INFORMATION

The funding sources for this opportunity are marijuana taxes. A total of \$720,000 (\$240,000 per year) is currently available for the time period July 1, 2022 – June 30, 2025. More funding may be received and disbursed in this time period. The current amount will be disbursed as follows:

- Minimum award amount is \$10,000/year for three years.
- Maximum award amount is \$50,000/year for three years.
- A minimum of four (4) awards will be granted. More awards may be granted dependent on amount of funding requested per applicant.
- Current funding is sufficient to finance the costs of this program from July 1, 2022 – June 30, 2023. Future funds for year two and year three are anticipated but not guaranteed.
- **REPORTING REQUIREMENTS:**
 - Funded entities will be required to create project goals and objectives in collaboration with CFCC staff, submit quarterly program reports indicating number of people served, progress towards meeting goals and objectives and an annual work plan of proposed activities.

- Funded entities will be required to submit monthly or quarterly reimbursement requests.

ELIGIBILITY CRITERIA

Eligible applicants are nonprofit organizations, schools, drug prevention coalitions or public entities serving residents of Clackamas County. Eligible projects must address the goals identified above and result in positive, measurable outcomes for Clackamas County residents.

No cost sharing or matching is required. However, it is expected that activities funded by YSAP are connected to the current mission of the applying agency and will enhance existing efforts of the applying agency.

FUNDING CYCLE AND TIMELINE

Last day to ask questions	April 22, 2022
Application Due Date	April 29, 2022
Award Decisions and Notification (estimated)	May 9, 2022
Agreement Start Date (estimated)	July 1, 2022
Agreement End Date	June 30, 2025
Final Reporting Due Date	TBD July, 2025

FUNDING CONSIDERATIONS

- Funding to individuals is not allowed.
- Capital and operating expenses must be clearly outlined for each proposed project.

TO APPLY

Complete an application by providing the information requested in the template below, including a Cover Page (template provided), a proposed Project Narrative, Project Budget, Budget Narrative and Fiscal Capacity Assessment.

Questions about this funding opportunity must be directed in writing Stephanie Radford sradford@clackamas.us

Responses to application questions will be posted weekly as FAQs at <https://www.clackamas.us/grants>.

Completed applications are due Friday, April 29, 2022 by 5:00p, and should be submitted electronically to Stephanie Radford sradford@clackamas.us

Applications received after the deadline or not submitted as directed will not be considered.

Total funding available for this opportunity is subject to change.

**SECTION 1
COVER PAGE**

Date:	
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Legal Organization Name	
Alternate name/acronym	
Address	
Website	
Phone	
Executive Director Name	
Email and Phone	
Oregon Business Registry Number	
Federal Employer ID Number (EIN)	
Program Contact Name	
Email and Phone	
Fiscal Contact Name	
Email and Phone	
Funding Amount Requested	

With my signature, I certify the following:

1. The above information is correct;
2. I am authorized by the governing board of the applicant organization to submit this grant proposal;
3. The organization is in good standing with the IRS, retains its 501(c)(3) tax exempt status, and is further classified as a public charity and not a private foundation, or is a public agency or school district;
4. The organization does not discriminate on the basis of race, religion, sexual preference, sexual orientation, physical circumstances, or national origin;
5. The organization agrees to submit quarterly progress reports and final progress reports.
6. The organization agrees to submit proof of insurance at the levels required by county.

Signing Authority Name (printed)

Title

Signature

Date

SECTION 2 – Project Narrative

Directions: Answer each component of the project narrative concisely. Total word limit for project narrative is 1,000 words. Responses to each question will be valued as shown below, for a total score of 85 points. *If awarded, the information you provide here will form the basis of your work plan.*

1. Describe your organization’s experience in substance use prevention. (15 points)
 - a. If your organization currently provides substance use prevention programming, please describe how this project differs from, enhances, or changes the scope and/or scale of the programming your organization currently offers. OR
 - b. If your organization does not currently provide substance use prevention programming, please describe how substance use prevention fits with your organizations mission and goals.
2. Describe your organization’s approach to and expertise in working with youth. (15 points)
 - a. Include the training and experience in youth engagement and positive youth development of the staff proposed to work on this project.
3. Provide an example of how your organization has collaborated with other agencies to address an issue in the community you serve. (15 points) Please indicate:
 - a. What issue were you addressing and why?
 - b. What agencies did you work with? What was the time period of the collaboration?
 - c. What positive outcomes resulted from your collaboration?
4. Describe how your agency supports culturally responsive services that are respectful of, and relevant to, the beliefs, practices, culture, and linguistic needs of the populations and communities your agency serves. Cultural responsiveness refers to the capacity to respond to the issues of diverse communities. (15 points)
5. Describe your proposed project including: (40 points)
 - a. Who will you serve? Include ages, if a culturally specific group and other defining characteristics.
 - b. What areas of the county will you serve?
 - c. What risk factors will be addressed, what protective factors will be promoted and why were these factors chosen? Please refer to the Communities That Care Risk and Protective Factor list <https://www.communitiesthatcare.org.au/how-it-works/risk-and-protective-factors>.
 - d. What activities will be implemented and how do they align with [CSAP strategies](#) and your selected risk and protective factors?
 - e. What partners will you work with to implement proposed activities? Describe the nature of the collaboration.
 - f. What changes or outcomes are you aiming to achieve by the end of this project?

SECTION 3

1. Project Budget (20 Points)

Identify all expenses related to this application. Please provide a budget that reflects three years of spending, assuming stable funding for each year.

- July 1, 2022 – June 30 2023
- July 1, 2023 – June 30, 2024
- July 1, 2024 – June 30, 2025

We understand that with stable funding, program activities may be slightly reduced in years 2 and 3.

Add additional lines as necessary.

ITEM/EXPENSE	Budgeted Cost July 1, 2022 – June 30, 2023	Budgeted Cost July 1, 2023 – June 30, 2024	Budgeted Cost July 1, 2024 – June 30, 2025	TOTAL BUDGET for Three Year Project Period
Personnel and Fringe (List each position separately and include FTE and fringe rate)				
Administrative costs (Limited to 10% of total budget) (provide detail in budget narrative)				
Project Costs Materials/Supplies (Curriculum, incentives, food, etc. List each separately)				
Professional fees (provide detail in budget narrative)				
Trainings (provide detail in budget narrative)				
Mileage (provide detail in budget narrative)				
Additional expenses (list each separately)				
TOTAL BUDGET				

2. Budget Narrative (10 Points)

Provide a narrative that clearly explains all sections of the budget (salary/fringe, administrative, program, and any other costs associated with this project).

3. Fiscal Capacity Assessment (5 Points)

1. Describe your organization’s procedures to ensure that only costs deemed allowable are billed to the County under this agreement.

2. Does your organization have a financial management system that can separately track the source and use of funds of individual agreements?

_____ Yes.

_____ No. Please explain.

3. Does your organization have procedures that provide assurance that consistent, fair and equitable treatment is applied in the distribution of charges to all funding sources?

_____ Yes.

_____ No.

APPLICATION EVALUATION

- Applications will be scored as outlined in the section above.
- Successful applicants will meet the following criteria - demonstrate capacity and willingness to implement prevention strategies based on the CSAP Six Strategies for Community Change to a variety of Clackamas County populations, including, but not limited to those who are English language learners, are BIPOC (Black, Indigenous, People of Color), low income, living in rural communities, or who are otherwise traditionally underserved.
- Applications will be reviewed by a committee of CFCC staff and other partners who are not seeking this funding.
- Applications will be reviewed by Friday, May 6 and funding decisions will be shared with applicants by Monday, May 9.
- Geographic representation throughout the county will be considered when making awards.

Per the Civil Rights Act of 1964, no person shall, on the basis of race, color, or national origin, be excluded from participation, be denied the benefits of, or be subjected to discrimination under any County program, service or activity.