The Youth Substance Use Disorder Prevention Program Request for Proposals Review Webinar will begin soon!

- If you have audio issues using computer speakers, join the audio by phone:
  1. Dial: 1-669-900-6833
  2. Meeting ID: 627-547-202#
  3. No Participant ID required; press #

- All participants are muted.

- If you have questions during the webinar, submit them through the chat feature (click “Chat” at the top of the screen). Select “All Panelists” as the recipient.

December 19, 2019
Welcome to the Youth Substance Use Disorder Prevention Program Request for Applications Review Webinar

December 19, 2019
Our Team

Matt Cervantes
Director of Health Programs

Nora Dunlap
Program Officer
Agenda

- The Funding Opportunity
- How to Apply
- How to be Competitive
Launched in 2012

- Brings people, ideas and infrastructure together to create positive change in California
- Dedicated to health and racial equity
- Managing entity of the Youth Substance Use Disorder Prevention Program in partnership with California Department of Health Care Services
Prop. 64 Background

- Prop. 64 legalized adult nonmedical use of cannabis
- Created new taxes on the cultivation and sale of marijuana
- Revenues go into the California Marijuana Tax Fund
- 60% to Youth Education Prevention, Early Intervention and Treatment
Funding Opportunity Overview
Glossary

- Prevention
- Harm Reduction
- Substance Use Disorder
- Addiction
- Policy, Systems and Environmental Change
- Social Justice Youth Development
Youth SUD Prevention Program Goal

Grounded in social justice youth development, the Youth Substance Use Disorder (SUD) Prevention Program will support a statewide network of organizations working on youth SUD prevention, education and early intervention start-up activities and/or enhancement efforts in low-income urban and rural areas throughout California, with a focus on impacting policy, systems and environmental change.
Guiding Values

1. Invest in youth empowerment, leadership and development

2. Service provision through the cultural lens of the impacted community

3. The promotion of population-level impacts through policy, systems and environmental change
Youth Prevention Program Scope

- The Center is seeking applications from community-based organizations and Tribal organizations that strive for health equity and that will work on specific culturally and linguistically appropriate prevention, outreach and education projects that address policy, systems and environmental change, focused on youth ages 12-26

- Project Period: **March 15, 2020 to November 30, 2022**
Communities of Focus

- Communities disproportionately impacted by the war on drugs

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<thead>
<tr>
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<tbody>
<tr>
<td>White</td>
<td>38.4 %</td>
<td>28.9 %</td>
<td>33.6 %</td>
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<tr>
<td>Black/African American</td>
<td>5.7 %</td>
<td>20.4 %</td>
<td>10.5 %</td>
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<tr>
<td>Hispanic/Latino</td>
<td>39.1 %</td>
<td>37.5 %</td>
<td>50 %</td>
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<tr>
<td>Other</td>
<td>16.8 %</td>
<td>13.1 %</td>
<td>6 %</td>
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Table 1: PRELIMINARY DISPARITY DATA

- Distribution of felony and misdemeanor arrests by racial group in California, 2015
Your Involvement

- Reach into specified geography
- Understanding of community
- Trusted partnership(s)
- Successful approach for community prevention and education
Eligibility

- Located in the state of California
- Provide services in the state of California
- Are a 501(c)(3) community-based organization or Tribal organization with established and trusted community relationships. Fiscal sponsorships are eligible. Open to coalitions of organizations and collaboratives, as long as one eligible organization is the applicant.
- Have demonstrated experience partnering with young people of color to promote policy, systems and environmental change
- Must be deeply invested in, engage and reflect communities disproportionately impacted by the war on drugs. Have a history of working with impacted communities including representation on the board and staff, clients served and neighborhood worked in.
- Applicant organizations and their partners must have evidence of inclusivity and shall not discriminate
Implementation Strategies

Proposals must contain a component of youth activism and at least one other mentorship and/or peer-led support and leadership program:

- Youth activism for policy, system and environmental change
- Mentorship/relationship building
- Peer-led support and leadership programs
Potential Funded Activities

- Direct services
- Policy, systems and environmental change
- Culturally rooted, healing-centered programming that addresses policies and systems
- Peer-led capacity building, training and leadership development
- Policy-focused campaigns
- Youth-led programming and credible messenger outreach programs
Award Amount

Up to $1,000,000 for three years
If Awarded: Responsive Payment Schedule

- Minimum of three payments
- Specific payment amounts will be determined through the proposed budget and in collaboration with awarded partners
If Awarded: Other Funding Information

- Rural/Urban support
- Grants will be deliverable-based
If Awarded: Reporting and Data Requirements

Partners will be required to submit **quarterly reports** responding to the performance measures identified in their grants and work plan and including financial reports.

<table>
<thead>
<tr>
<th>Report</th>
<th>Period</th>
<th>Due Date to The Center</th>
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<tbody>
<tr>
<td>Progress Report 1</td>
<td>3/1/2020-6/30/2020</td>
<td>7/31/2020</td>
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<td>7/1/2020-9/30/2020</td>
<td>10/31/2020</td>
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<tr>
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<td>10/1/2020-12/31/2020</td>
<td>1/31/2021</td>
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<td>Progress Report 4</td>
<td>1/1/2021-3/31/2021</td>
<td>4/30/2021</td>
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<td>Progress Report 5</td>
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<td>Progress Report 6</td>
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<td>Progress Report 8</td>
<td>1/1/2022-3/31/2022</td>
<td>4/30/2022</td>
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<td>Progress Report 9</td>
<td>4/1/2022-6/30/2022</td>
<td>7/30/2022</td>
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<td>Progress Report 10</td>
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<td>Progress Report 11</td>
<td>10/1/2022-11/30/2022</td>
<td>12/31/2022</td>
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<td>Cumulative Final Report</td>
<td>3/1/2020-11/30/2022</td>
<td>12/31/2022</td>
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Youth Listening Sessions

- Host a minimum of one youth listening session with impacted youth each year of project implementation
- Feedback on strategy and project implementation
Questions?
Youth Substance Use Disorder Prevention Program

Application Process
Grants Portal
Use Internet Explorer


Create an Account
Grants Portal

Application Instructions

Be sure to read the request for applications carefully before beginning your application. Required fields and attachment uploads are marked with *. You may save your in-progress application at any time and return to it later using the link you will receive in an automated e-mail. Should you have questions, click on Contact Us to the right of the purple tabs above or send an e-mail to mataccesspoints@shfccenter.org.

Save & Finish Later  Next
Application

Applicant Information
Application

Applicant Information

- Applicant organization information
- Applicant organization CEO/Director information
- Application contact information – for questions related to the proposal
- Organization’s annual budget
- Financial audit
Application

Project Information

- Project Name and Brief Purpose
- Project Start and End Dates
- Requested Amount
- Implementation Strategy
- Geography – Counties the Project will Impact
- Region where services will be implemented (rural/urban)
- Community the Project will Impact
Application

Questions for Project Narrative

1) Organization Description
2) Track Record with Community
3) Track Record with Youth
4) Need
5) Use of Funds
6) Evaluation
7) Organizational Capacity
8) Sustainability
9) Technical Assistance
Attachments
Application

**Required Application Attachments**

- Proposed three-year project budget
- Proposed project budget justification
- Applicant organization’s W-9
- Work Plan
- Support letter signed by the applicant organization’s administrator/executive
Proposed Budget
### The Center
Proposed Project Budget

<table>
<thead>
<tr>
<th>Applicant Organization:</th>
<th>Start Date:</th>
<th>End Date:</th>
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#### 1. Personnel

<table>
<thead>
<tr>
<th>Salaries</th>
<th>FTE</th>
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<tr>
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- **Payroll Taxes and Benefits**
- **Consultant Fees**

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**Total Personnel**

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#### 2. Other Expenses

- **Office Supplies**
- **Postage**
- **Printing/Duplicating**
- **Information/Materials**
- **Equipment**
- **Rent/Utilities**
- **Travel**
- **Miscellaneous (List)**

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**Total Other Expenses**

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**Indirect (up to 15% of direct costs)**

**Total Grant Expenses**

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Budget Justification

- List each line item
- Include full-time equivalents (FTE) for staff
- Identify other funding secured for the proposed activities, if applicable
- In your Budget Justification, describe the purpose of each line item and in-kind support
### Work Plan – Youth SUD Prevention

**Organization Name:**

**Funding Amount Requested:**

**Grant Period:**

**Priority Area/Population:** Example – LGBTQ youth

**Problem Statement:** Example – LGBTQ youth in rural California are at greater risk of developing a SUD

**Contributing Factors:** Example – Poor emotional health, peer abuse (bullying), mental illness (depression), and risk behaviors lead to increased likelihood of using harmful substances

**Goal:** Example – Reduce the past 30-day substance use by LGBTQ youth ages 12-18 in Plumas County by 3% from 40.8% to 37.8% by 2022

### Work Plan

The work plan has five parts:

- **Objective:** The objectives are statements of what major accomplishments you expect to achieve that year. Objectives should relate to the contributing factors. For example, you might have an objective related to decreases in depression. Please limit your plans to the 2-4 objectives that are most essential for achieving your project goals. Objectives should be “SMART”:
  - **Specific:** Identify the specific change you want to see, including the individuals or groups that you want to see the change in.
  - **Measurable:** Identify how much change you expect to see.
  - **Achievable:** Be ambitious but also realistic in what can be achieved in a year’s time.
  - **Relevant:** Identify changes that are likely to affect the contributing factors in ways that will help you achieve the overall project goal.
  - **Time-bound:** All objectives should be achievable by the end of the grant period. Annual objectives should identify what can be achieved in each year.

### Examples:

- In partnership with the local school district, create 10 Gay Straight Alliances (GSA) at 6 high schools and 4 middle schools by 2022 (by the end of project).
- Create 6 safe space locations with community partners for LGBTQ youth in Plumas County by 2022 (by end of project).
- Plan and host an annual youth action summit to educate and empower youth ages 12-18 around topics of policy systems change, advocacy, and SUD prevention in Plumas County.

**NOTE:** You will be required to report on the extent to which you achieved or exceeded your objectives. Make them ambitious but realistic.

- **Responsible partner:** Identify the responsible partner/organization who will be implementing the specific objective.
- **Intermediate/long-term outcomes:** Identify what will happen as a result of the activities identified in your objectives.
- **Monitoring/evaluation approach:** In this column, identify the type of data you will track progress toward your intermediate and long-term outcomes and your overall goal.

### Goal: Example—Reduce the past 30-day substance use by LGBTQ youth ages 12-18 in Plumas County by 3% from 40.8% to 37.8% by 2022

<table>
<thead>
<tr>
<th>Objectives</th>
<th>Responsible Partner</th>
<th>Intermediate/Longer-term Outcomes</th>
<th>Monitoring/Evaluation Approach</th>
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<tbody>
<tr>
<td>Example: In partnership with the local school district, create and register 10 Gay Straight Alliances (GSA) at 6 high schools and 4 middle schools by 2022</td>
<td>Example: Nonprofit partner ABC, Nonprofit partner DEF, Nonprofit partners GHI, ABC High School DEF High School, GHI High School, JKL High School, MNO High School, PQRS High School, LNM High School, MNO Middle School, 456 Middle School, 789 Middle School, 123 Middle School</td>
<td>Example: LGBTQ youth are engaged in positive activities that promote healthy decision making skills, build supportive relationships with adult mentors and peers, and provide opportunities to be a change agent on their school campus and local community.</td>
<td>Example: Participation in GSA meetings using confidential sign-in sheets, GSA participants participate in post/retrospective evaluation of 30-day marijuana use using OHNCS questions.</td>
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| Objective 1: | | | |
Work Plan

- Project overview
  - Priority Area/Population
  - Problem statement
  - Contributing factors
  - Overall project goal

- Work plan
  - Objective
  - Responsible Partner
  - Intermediate/Long-term outcomes
  - Monitoring/evaluation approach
Questions?
How to be Competitive
Selection Criteria

Competitive applications will:

- Clearly explain why the organization is the appropriate organization to implement the youth SUD prevention project, including, but not limited to, track record of engaging with community impacted by the war on drugs, and championing and history of youth-led programming.

- Utilize an equity framework that recognizes the need to strive for health and racial equity in program activities and outcomes.

- Include organizational history working at the policy and systems change level in addition to service delivery.

- Show evidence of working with populations that have been disproportionately impacted by the war on drugs.

- Demonstrate commitment to social justice youth development and an asset-based approach to youth engagement.
Proposal Writing Tips

- Read and follow application guidelines and instructions
- Verify your organization is eligible
- Answer questions clearly and provide enough detail about the proposed activities so that the reviewers can fully understand your plan
- Clearly explain your proposed project and what change will result from funding
Proposal Writing Tips

- Check for consistency in the project description, budget narrative and budget line items
- Have someone who is not involved in the project read your draft application and tell you what they think you’re applying for
- Review the Attachments Checklist to ensure you have all required documents
Application Submission Tips

- On a PC: Use Internet Explorer as the web browser for our online grants portal
- On a Mac: Use Safari as the web browser
- Click the “Save and Return Later” button if you will not be active in the application for a few minutes
- Submit application before the deadline date
- Write responses to the narrative questions outside of the grants portal, then cut and paste your responses in the appropriate fields
- As you write responses, track your word count
Checklist

✓ Review Application Instructions and Criteria
✓ Complete the application in the online portal:
  ✓ Completed application questions
  ✓ Three year Project Budget
  ✓ Project Budget Justification
  ✓ Work Plan
  ✓ W-9
✓ Support letter from administrator/executive
Timeline

- Application deadline ➔ February 6 at 1 p.m.
- Award Announcement ➔ Mid-March
- Funds Available ➔ Early April
Contacts and Resources

Contact:
If your question wasn’t answered, e-mail questions to: centergrants@shfcenter.org

Resources:
Youth SUD Prevention Project web site: www.shfcenter.org/youth-sud-prevention

The Center: www.shfcenter.org

Prevention Institute’s “California’s Prop 64 Youth Education, Prevention, Early Intervention and Treatment Fund”

Child and Adolescent Health Measurement Initiative’s Roadmap for California Prop 64 Expenditures: www.prop64roadmap.org