



Northeast Communities Against Substance Abuse

NORTHEAST COMMUNITIES AGAINST SUBSTANCE ABUSE

SCHOOL-BASED SUBSTANCE ABUSE PREVENTION EVIDENCE-BASED CURRICULUM GRANT ANNOUNCEMENT

Request for Proposals

Northeast Communities Against Substance Abuse (NECASA) is an organization that works to reduce the prevalence of substance abuse within communities. We strive to educate the public regarding substance abuse-related issues and advocate for resources for community awareness and education, prevention, intervention, treatment and aftercare.

The **purpose** of the NECASA Substance Abuse Prevention Curriculum Grants project is to improve the quality of school-based substance abuse prevention programming through the installation and institutionalization of evidence-based curriculum that have proven their success in reducing student substance abuse through scientific research studies.

Who Can Apply

Any public school or public school district (limit one application per school district) within NECASA's 21 town region is eligible to apply. This includes schools from the towns of: Ashford, Brooklyn, Canterbury, Chaplin, Columbia, Coventry, Eastford, Hampton, Killingly, Lebanon, Mansfield, Plainfield, Pomfret, Putnam, Scotland, Sterling, Thompson, Union, Willington, Windham, Woodstock

School districts that were funded through this program last year may reapply **if** they are applying to implement a new curriculum for different grade levels than last year, or for an expansion of the same curriculum into new grade levels. School districts applying for funding to continue their program as awarded last year are not eligible for funding under this program.

NOTE: Current grantees under this program must be up to date with all reporting requirements, and their reports must demonstrate significant progress to be eligible for funding under this grant program.

Project Period

Funds will be made available on or before June 15, 2008 in order to plan and purchase materials for the '08-'09 school year. All projects must begin implementation at the beginning of the '08-'09 school year. Projects will be funded for the school year. Any funds to be carried over from the 08-09 school year must be approved by NECASA.

Estimated Range of Awards

NECASA will award grants to of up to \$8,000 for the grant period to school-based prevention initiatives. It is expected that between 5-8 grants are to be awarded.

Application Due Date

Applications are due by 4:30pm on May 16, 2008 at the NECASA offices located at 559 Hartford Pike, Suite 210B, Dayville, CT 06241. Electronic applications are preferred. Applications may be emailed to necasa@snet.net. Mailed copies will also be accepted. If mailing your applications, you must mail 1 original and 1 copy to the address above.

Reporting Requirements

Progress reports will be submitted twice annually on November 15 and March 15 for the duration of the project. A reporting form will be provided to grantees and will focus on the fidelity of implementing the evidence-based curriculum and the applicant's continued assessment of the substance abuse issues in their school.

Technical Assistance in Preparing Applications

A voluntary technical assistance session for all potential applicants will be held from 8:30am to 11:00am on April 24, 2008 at NECASA. Please send only one representative from each school district as space is limited. The purpose of this session will be to assist potential applicants in understanding grant requirements, including federal lists of evidence-based prevention curriculum, how to choose the appropriate curriculum to meet your schools needs, implementing curriculum with fidelity to ensure positive outcomes, and sustaining the program after the grant period ends.

Grant Priority Requirements: Applications must demonstrate adherence to the following priorities to be eligible for funding:

1. Implement a federally approved evidence-based prevention curriculum that targets the specific needs of the grantees school. See attachment A, a list of federally approved evidence-based programs.
2. Implement their chosen curriculum according to guidelines set by the program developer to ensure fidelity of implementation and ensure positive outcomes related to a reduction in student substance abuse. Training costs by certified curriculum trainers must be included in the budget.

3. Develop and implement a plan to evaluate the outcomes of this project.
4. Develop and implement a plan to sustain the curricula beyond the grant period.
5. Signature of Superintendent

Grant Priority Preferences: Applications that contain the following priorities will be given precedence over applications that do not contain these priorities:

1. Preferences will be given to school districts that were not funded through this program last year, but awards will be made based upon the quality of the proposed projects and the applications received.
2. Allocation of school district resources as a match to NECASA funds.
3. Youth Involvement – Schools are encouraged to involve students in the selection of curriculum, implementation and evaluation of this project.
4. Proof of collaborative efforts with other local substance abuse prevention efforts (for example – local prevention councils).

Contact information for questions: All questions on your applications should be directed to NECASA’s consultant John Daviau at John.Daviau@gmail.com or 203-530-4314. Please do not call or email questions to NECASA or NECASA’s staff.

Submitting Your Application:

Your proposal should include following: application cover page which MUST be signed by the School District Superintendent (electronic signatures are accepted on applications submitted electronically); project narrative of no more than 4 double-spaced typed pages in 12 point font using the format outlined below under Selection Criteria; and project budget. The Project budget includes both the budget form and a budget justification of all line item expenses. Application cover page and budget form are included below.

Selection Criteria

NECASA will use the following criteria to evaluate applications under this competition.

(1) Need for Project (20 points)

In determining the need for the proposed project, the following factors are considered:

- a) The magnitude of student drug abuse in the school(s) to be served under this program.
- b) Identified student substance abuse prevention needs in the school(s) to be served.
- c) Current and past efforts to reduce substance abuse and how they will enhance or detract from this project.

(2) **Choice of Evidence-Based Curriculum** (20 points)

In determining the appropriateness of the chosen curriculum for the school(s) to be served, the following factors are considered:

- (a) The curriculum addresses the identified needs of the school and student body.
- (b) The school demonstrates both the resources and the school support or presents a plan to build their resources and support to implement and evaluate the chosen curriculum with fidelity.

(3) **Curriculum Implementation Plan** (30 points)

In determining the quality of the curriculum implementation plan, the following factors are considered:

- (a) The plan to implement the curricula ensures fidelity of implementation according to curriculum developer's guidelines.
- (b) The implementation plan is logical in its approach to reach the students targeted by the project.
- (c) The applicant describes their plan to sustain the curricula in the school(s) to be served beyond the grant period.

(4) **Evaluation Plan** (15 points)

In determining the quality of the evaluation plan, the following factors are considered:

- (a) The applicant presents a logical plan to evaluate the outcomes of the project.
- (b) The applicant demonstrates that they have the resources and school support necessary to accomplish their evaluation plan.

(5) **Budget** (15 points)

(See attached Budget Form. Note that personnel expense is capped at 20% of total project)

In determining the quality of the budget, the following factors are considered:

- (a) The proposed budget is adequate to support the proposed activities.
- (b) The proposed budget anticipates all costs associated with project.
- (c) The proposed budget considers factors related to sustaining the project after the grant period

NECASA'S EVIDENCE-BASED CURRICULUM GRANT

APPLICATION COVER PAGE

This application cover page MUST be signed by the school district superintendent; only one application per school district will be accepted.

Proposals are due by 4:30 p.m. on May 16, 2008 at the NECASA office. Electronic applications are preferred. Applications may be emailed to necasa@snet.net. Mailed copies will also be accepted. If mailing your applications, you must mail 1 original and 1 copy to 559 Hartford Pike, Suite 210B, Dayville, CT 06241. There are no exceptions to these criteria.

The applicant must be a school district/board of education. The applicant will be the fiduciary agent for this grant.

Applicant/Organization Name: _____

Contact Person: _____

Title: _____

Address: _____

City: _____

Daytime Phone: _____ **Fax Number:** _____

E-Mail: _____

By signing and submitting this application, the organizations and individuals involved in this project agree to comply with all reporting requirements requested by The Northeast Communities Against Substance Abuse to provide documentation of project activities; and agree to acknowledge the funding by NECASA in any media communications or promotions of this project.

(Signed by Superintendent of Schools) **Date:** _____

Print Name: _____

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PROJECT BUDGET

Please complete a detailed budget. The categories below are possible options, but you are not required to use them, nor are you limited to them. Provide a narrative Budget Justification for each line item included in the budget on an attached sheet of paper.

BUDGET FORM

CATEGORY	DESCRIPTION	AMOUNT
Personnel (Capped at 20%)		
Curriculum Materials		
Training		
Supplies		
Other		