

# YOUTH SUBSTANCE USE DISORDER PREVENTION PROGRAM

REQUEST FOR APPLICATIONS  
DECEMBER 2019



**THE CENTER**  
*at Sierra Health Foundation*

This opportunity is provided by The Center at Sierra Health Foundation in partnership with the State of California's Department of Health Care Services through Proposition 64 taxes.

On November 8, 2016, Proposition 64 (Prop 64) was passed by voters allowing adults, aged 21 years or older, to possess and use marijuana for recreational purposes. Prop 64 created two new taxes, the revenues of which are deposited into the California Cannabis Tax Fund. Current law allocates, after other specified disbursements, 60 percent of the remaining California Cannabis Tax Fund be deposited into the Youth Education Prevention, Early Intervention and Treatment Account (YEPEITA). Funds will be disbursed to the Department of Health Care Services (DHCS) for youth programs aimed to educate and prevent harm from a substance use disorder.

The Center at Sierra Health Foundation is an independent 501(c)(3) nonprofit organization bringing people, ideas and infrastructure together to create a collective impact that reduces health disparities and improves community health for the underserved living in California. For information about The Center, visit [www.shfcenter.org](http://www.shfcenter.org).

## READ ALL INSTRUCTIONS AND CRITERIA CAREFULLY

### BACKGROUND

Sierra Health Foundation: Center for Health Program Management (The Center) was founded by Sierra Health Foundation in 2012 as an independent 501(c)(3) nonprofit organization. With offices in Sacramento and Fresno, The Center pursues the promise of health and racial equity in communities across California. Leveraging leadership, operational and funding support from Sierra Health Foundation and its partners, The Center establishes investment partnerships with public and private funders; community members; community organizations; national, state, and local government agencies; nonprofits; and businesses to advance health equity.

Grounded in social justice youth development,<sup>1</sup> the Youth Substance Use Disorder (SUD) Prevention Program will support a statewide network of organizations working on 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. The Youth SUD Prevention Program is investing in a cohort of organizations and creating a community of practice that lifts up and makes available racially and culturally responsive population-based and place-based approaches specifically for California's demographic communities disproportionately impacted by the war on drugs. We are seeking applications from community-based or Tribal organizations that strive for health equity and that will work on specific culturally and linguistically appropriate prevention, outreach and education projects focused on youth from 12-26 years old.

Awarded funds will support youth programs for youth leadership development and engagement in the delivery

of individual and community-wide strategies to educate communities, change social norms around substance use, and prevent harm from SUD. Funding for this opportunity is through Proposition 64 tax revenue.

### GLOSSARY

**Prevention:** Activities that will either prevent new starts of substance use or consequences associated with substance misuse.

**Harm Reduction:** Strategies that seek to reduce morbidity and mortality associated with substance misuse for those for whom abstinence is not an immediate and/or feasible goal. The goal of harm reduction is to reduce at-risk, moderate, and high-risk behaviors often associated with substance misuse.

**Substance Use Disorder (SUD):** Problematic use of alcohol and/or substances causing significant problems, including health problems, disability and failure to meet major responsibilities at work, school or home.

**Addiction:** The chronic neurobiological disorder centered on a dysregulation of the natural reward system. [See a video on rethinking addiction.](#)

**Policy, Systems and Environmental Change:** Policy, systems and environmental change is a way of modifying larger structures to make healthy choices practical and available to all community members. By changing policies, systems and/or environments, communities can help tackle health issues by looking at them from a population level. Policy decisions are made by organizations, agencies and stakeholders. Policy approaches include legislative advocacy, fiscal measures, taxation and regulatory oversight. Systems change refers to a fundamental shift in the way problems are solved. Within an organization, systems change affects organizational purpose, function and connections by addressing organizational culture, beliefs, relationships, policies and goals. Environmental change strategies involve changing the economic, social or physical surroundings or contexts that affect health

1 Ginwright, Shawn, and Julio Cammarota. "New Terrain in Youth Development: The Promise of a Social Justice Approach." *Social Justice*, vol. 29, no. 4 (90), 2002, pp. 82-95. JSTOR, [www.jstor.org/stable/29768150](http://www.jstor.org/stable/29768150).

outcomes. Environmental strategies address population health outcomes and are best used in combination with other strategies.<sup>2</sup> Additional details and examples can be found on the [California Dialogue on Cancer “PSE Change” web site](#).

**Social Justice Youth Development:** Social Justice Youth Development expands the concept of a positive youth development framework and addresses social factors including racism, xenophobia and other racial inequities youth face as they develop into adulthood. (Ginwright & Cammarota, 2002) Social Justice Youth Development recognizes these systemic forces and supports young people in developing the skills and knowledge to transform the systems that influence their lives, neighborhoods and broader community.

## YOUTH SUD PREVENTION PROGRAM FUNDING OPPORTUNITY

### ELIGIBILITY CRITERIA

Organizations must meet the following minimum requirements:

- Located in the state of California.
- Provide services in the state of California.
- Are a 501(c)(3) community-based organization or Tribal organization<sup>3</sup> with established and trusted community relationships. Fiscal sponsorships are eligible. Also, 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.

<sup>2</sup> Rural Health Information. <https://www.ruralhealthinfo.org/toolkits/health-promotion/2/strategies/policy-systems-environmental>

<sup>3</sup> Tribal organizations may be a 501(c)(3) nonprofit or a public entity.

<sup>4</sup> The impact of the war on drugs and other racial inequities (e.g., school-to-prison pipeline, juvenile and criminal justice involvement) is well established. A number of online resources are available including: <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC2374804/>, <http://www.drugpolicy.org/issues/race-and-drug-war>

<sup>5</sup> <http://jyd.pitt.edu/ojs/jyd/article/viewFile/488/462>

- Organizations and partners must be deeply invested in, engage and reflect communities disproportionately impacted by the war on drugs. Grantee partners should have a history of working with impacted communities including representation on the board and staff, clients served and neighborhood worked in.<sup>4</sup>
- Applicant organizations and their partners must have evidence of inclusivity and shall not discriminate based on race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status in any of its activities or operations.

### SCOPE OF WORK

The Center’s approach to youth development is through the lens of social justice youth development,<sup>5</sup> which views young people as more than recipients of services, but as leaders who have the capacity to shape the conditions of their lives, neighborhoods and communities. A core tenet of social justice youth development is that young people are not only assets to be nurtured and guided, but they also have the capacity to engage in the social and civic roles that are often assigned to adults. Social justice youth development practices have increasingly been adopted by nonprofits and school-based programs, as well as for those youth-serving organizations that engage youth with identified substance use needs.

It is important for grantee partners to recognize and be responsive to the historical and ongoing trauma, particularly trauma experienced in health systems, systemic racism and through the criminalization of the war on drugs that low-income and communities of color have faced. This trauma is perpetuated by the lack of investment in community-based prevention, intervention and treatment access, especially to culturally responsive care, and through the cultural stigma related to seeking treatment in communities of color. Being mindful of this history and

creating culturally and linguistically appropriate materials and activities is vitally important in this work. We are looking for grantee partners who possess cultural humility, responsiveness and understanding from the community’s perspective so that the prevention and education is tailored for each respective community and utilizes a stigma reducing, inclusive approach.

It is also important that the grantee partners recognize that youth and young adults may be drawn to experimentation and other risky behaviors and may seek out substance use as a way to cope with underlying stress, anxiety or mental health issues that have historically impacted communities of color. Applicants should also be sensitive to the dynamics of the criminalization of youth substance use. For this project, we seek to fund partners who embrace a public health, harm reduction approach and who are committed to the focus of this project, which is to address communities disproportionately affected by the war on drugs.

Activities supported by this funding opportunity must be related to preventing youth substance use disorder, and must be focused on the following three outcomes:

1. Invest in youth empowerment, leadership and development
2. Service provision through the cultural lens of the impacted community
3. Promotion of population-level impacts through policy, systems and environmental change

This funding opportunity is focused on youth from communities of color and vulnerable populations that are disproportionately impacted by the war on drugs, criminalized for substance use, and that often have less access to treatment and information about SUD supports. These include American Indian/Alaskan Native, African American, Asian-Pacific Islander, and Latinx communities in California.

## STRATEGIES FOR IMPLEMENTATION

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

	Youth Activism for policy, systems and environmental change	Mentorship/Relationship Building	Peer-led support and leadership program
<b>Description</b>	Youth activism and civic engagement related to substance use issues or their drivers/root causes (i.e., trauma, systemic oppression and marginalization). Youth voice must play a central role in determining the policy focus.	Programs that address social isolation and disconnection from community by establishing at least one stable, caring relationship with an adult/ older youth mentor.	Peer-led support is defined as a cultural peer (broad and expansive) and is designed to foster an environment of inclusiveness and belonging for populations such as youth from the LGBTQ community, youth that are system impacted and formerly or currently justice-involved, persons experiencing homelessness, etc.
<b>Examples</b>	Youth organizing campaign to address marijuana access and/or advertisement/marketing in a city.	Adult credible messengers provide developmental support to youth on probation.	Student-led leadership development programming for LGBTQ high school students that creates a safe space and supports the mental well-being of LGBTQ youth.

All proposed projects should have clear and demonstrated screening and referral pathways with the ability to navigate youth to a higher level of substance use or mental health care, if needed.

For those organizations new to policy, systems and environmental change, there will be technical assistance and support throughout the project period.

## RECOMMENDED RESOURCES FROM THE FIELD

Below are examples of frameworks and elements applicants and partner agencies should review to inform the development of your application and program model.

As presented in the Prevention Institute “California’s Prop 64 Youth Education, Prevention, Early Intervention and Treatment Fund” brief, common features of successful initiatives that contribute to impact, outcomes and sustainability stem from community-rooted organizations with experience in youth leadership, organizing and advocacy. These initiatives focus on racial and health equity, centering both individual and community healing, strengthening community environments, and the deliberate creation of space for local youth-led approaches. [See the detailed brief.](#)

In alignment with the [Child and Adolescent Health Measurement Initiative’s Roadmap for California Prop 64 Expenditures](#), grantee partners should consider and communicate the following in their application:

- Integrate relationship- and engagement-centered assessment, interventions and healing into organizational culture, programs and services.
- Recruit and retain well-trained staff who reflect the diversity and lived experience of the children and youth, their families and caregivers, and communities served, and provide continuity of care between staff and those they serve whenever possible.
- Implement relationship- and engagement-centered trauma screening and assessment practices that are anchored in relationships and trust, assess resilience and well-being in addition to trauma history, are coordinated across agencies and providers, and used to develop a specific care plan.
- Implement evidence-based, promising and/or community-driven practices that help individuals and communities engage, cope with adversity, heal trauma and thrive.

## EXAMPLES OF POTENTIAL FUNDED ACTIVITIES

**All selected activities must be related to youth 12-26 years old, in low-income rural and urban communities disproportionately impacted by the war on drugs with a youth-led activism component.**

- Culturally rooted, healing-centered youth activism that addresses policies and systems that allow for disproportionate concentration of substances retail outlets in low-income communities (such as cannabis businesses).
- Build capacity, training and funding for youth peers for learning, sharing and leadership development.
- Policy-focused campaign development activities to reduce target marketing of substances toward youth in a community.
- Youth-led participatory action research project focused on developing and implementing stigma-reduction strategies for peers.
- Community-wide, arts-based educational campaign led by a youth-adult mentoring program for male students of color to build community awareness on youth substance use and abuse, prevention and intervention.
- Credible messenger street outreach program led by formerly incarcerated young adults to re-engage youth on probation in positive healing-centered mentoring program.

- Art-based youth-driven program to strengthen political and public will to provide non-law enforcement, public health approaches to youth substance use intervention.
- Peer-based mentoring group led by young adults who experienced homelessness for youth currently experiencing homelessness.
- Development of a cross-sector coalition that analyzes a community's policies and practices that continue to criminalize youth of color for underlying trauma.
- Participate in the regulatory process and advocate for protective practices in the access, distribution, marketing and use of substances in communities (e.g. buffer zones, retail restrictions, health claims).
- Encourage the incorporation of equity principles in the licensing and distribution of benefits of taxation for communities disproportionately impacted by the war on drugs.
- Establishment of a youth-led, cross-cultural coalition to address the disproportionate rates of school suspension and expulsion for willful defiance by establishing restorative practices as an alternative.
- Policy-focused campaign led by transgender college students of color to increase a college district's investment in support services for LGBTQ students.
- Provide youth mentoring and coaching, as well as skill, knowledge and leadership building programs.
- Other innovative efforts to expand youth SUD prevention and education in California communities disproportionately impacted by the war on drugs. While focused on youth, this funding is also a chance to reimagine opportunities and ways of healing for youth and community.

This is not a comprehensive list of examples.

## PROJECT AND FUNDING INFORMATION

Awarded funds will support youth-led activism, SUD prevention, harm reduction and anti-stigma programs/strategies across the state.

Applicants are required to adhere to the budget guidelines included in the Budget Template. Applicants must submit their proposed budgets in the template format. Applications that do not conform to this template will not be considered. All items budgeted must be inclusive of all costs, including taxes and fees, in U.S. dollars.

Applicants are required to submit a detailed cost budget to assist The Center in establishing cost reasonableness of the final fixed price amount awarded to the site and the appropriate amounts for each deliverable payment made to the site. Consistent with a fixed price, deliverable-based agreement, applicants will receive fixed price amounts established for the successful completion of each negotiated deliverable, rather than payment for actual costs incurred during the agreement period.

**Responsive payment schedule:** Understanding that a significant infusion of resources upfront may be a challenge for program implementation, The Center will offer flexible and phased payments. Payments will be issued based on the achievement of a set of agreed-upon deliverables as defined in the grant. Each grant will be divided into at minimum three payments: (1) upon execution of grantee agreement, (2 and 3) based on conversation with partners demonstrating progress and approval of deliverables. Specific payment amounts will be determined through the proposed budget and in collaboration with awarded partners. If a grantee partner achieves all required deliverables by the end of the grant, the entire grant amount can be paid.

### **Total award amounts:**

- Up to \$1,000,000\* for three years for 501(c)(3) community-based organizations, Tribal organizations and coalitions
- Up to 20% of direct costs may be requested as indirect costs

## WHAT WE WILL NOT FUND THROUGH THIS FUNDING OPPORTUNITY

- Debt retirement
- Operational deficits
- Partisan activities
- Religious organizations for explicit religious activities
- Activities that exclusively benefit the members of sectarian or religious organizations
- Purchase of properties or vehicles
- Directly or indirectly, purchase, prescribe or provide marijuana or treatment using marijuana

## GEOGRAPHIC CONSIDERATIONS

Funding will be distributed in low-income urban and rural areas throughout California.

Up to 85% of this funding will be set aside to support urban programs and organizations, and up to 15% will be set aside to support rural programs and organizations.

Rural: For purposes of this grant program, The Center defines rural as a Medical Service Study Area (MSSA) that has a population density of 250 persons or less per square mile and has no incorporated area greater than 50,000 people. To determine if the geographic area to be served by your proposed project is rural, please visit the [California Health and Human Services Agency web site](#) to find your county and specific area.

## PROJECT TIMELINE

Grants will cover activities for the following time period: March 15, 2020, through November 30, 2022. Any funds not used by November 30, 2022, may be considered for a no-cost extension on a case-by-case basis.

## REPORTING REQUIREMENTS

Grantee partners will be required to submit regular progress reports responding to the performance measures identified in their grant agreement and work plan, as well as financial reports describing actual expenditures of grant funding. Potential performance measures include: numbers and type of outreach and education activities conducted, number and demographics of the people reached, evidence of effectiveness of activities, increase in information available to community youth, and progress of policy, systems and environmental change outcomes.

There will be technical assistance available to assist selected organizations in their data collection and reporting requirements.

Performance measures may be revised as needed to address current situations and high-priority challenges.

Progress reports will follow the below timeline.

Report	Period	Due Date to The Center
Progress Report 1	3/15/2020-6/30/2020	7/31/2020
Progress Report 2	7/1/2020-9/30/2020	10/31/2020
Progress Report 3	10/1/2020-12/31/2020	1/31/2021
Progress Report 4	1/1/2021-3/31/2021	4/30/2021
Progress Report 5	4/1/2021-6/30/2021	7/31/2021
Progress Report 6	7/1/2021-9/30/2021	10/31/2021
Progress Report 7	10/1/2021-12/31/2021	1/31/2022
Progress Report 8	1/1/2022-3/31/2022	4/30/2022
Progress Report 9	4/1/2022-6/30/2022	7/30/2022
Progress Report 10	7/1/2022-9/30/2022	10/31/2022
Progress Report 11	10/1/2022-11/30/2022	12/31/2022
Cumulative Final Report	3/15/2020-11/30/2022	12/31/2022

## YOUTH LISTENING SESSIONS

Selected organizations must host at a minimum one youth listening session with their constituency each year of project implementation to hear directly from impacted youth on project outcomes and implementation. Please include these listening sessions in your proposed activities and budget.

## SELECTION AND EVALUATION CRITERIA

The Center will select applicants who present the most complete and responsive applications demonstrating the most favorable mix of credentials, capacity, potential and cost. Applications will be judged on overall impact, strength of implementation team and proposal, and sustainability plans.

The most 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.
- Demonstrate the ability through staffing, program strategies and approaches to provide comprehensive prevention, education and early intervention for youth SUD that is culturally responsive and linguistically appropriate.
- Utilize an equity framework that recognizes the need to strive for health and racial equity in program activities and outcomes.
- Convey an understanding of the role trauma plays in the development of young people.
- 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.
- Have a concrete plan for incorporating youth SUD prevention and education into the organization's workflow.
- Propose a prevention and education delivery model that strives for stigma reduction.
- Leverage community partnerships to improve and deepen impact.
- Describe the anticipated direct service as well as policy, systems, environmental change the funded activities would make.
- Have executive support for the proposed project, as evidenced by a signed letter of support from the executive administrator, demonstrating willingness to commit staff time and resources to add new activities.
- Affirm the applicant's ability to submit quarterly data and financial progress reports on a specific set of measures.
- Affirm participation at two in-person convenings. Travel costs to attend the convenings are the responsibility of the funded organization and may be included in the proposed budget. Organizations may bring teams of two to four staff and/or collaborative partners.

Applications also must adhere to funding guidelines and present a budget clearly linked to the proposed activities. If grant requests exceed available funding, the review committee will consider factors such as geographic diversity, underserved youth population or service area, and prevalence of youth with substance use disorder in population served. At The Center's discretion, criteria are subject to change to best meet programmatic needs and funder requirements.

## APPLICATION TIMELINE

At The Center’s discretion, the timeline below is subject to change to best meet programmatic needs and funder requirements.

### APPLICATION DEADLINE:

February 6, 2020, at 1 p.m. (Pacific Time)

### REVIEW OF APPLICATIONS:

February 2020

### APPROXIMATE AWARD ANNOUNCEMENT:

mid-March 2020

### APPROXIMATE DATE CONTRACTS ISSUED:

mid-March 2020

**NOTE: All funding will be backdated to March 15, even if grant agreements are signed after March 15.**

To be considered, proposals must be submitted by 1 p.m. (Pacific Time) on the deadline date of February 6. Proposals received after the due date/time will not be reviewed. Submission before the deadline date is advised in case you experience technical difficulties with submitting your application through the portal. We may not be able to respond to your requests for help on the deadline date.

## PROPOSERS’ WEBINAR

We have scheduled two proposers’ webinars to review this Youth SUD Prevention Program funding opportunity and the application process, and to answer your questions. Participation on the webinar is strongly recommended. The content on each webinar will be repeated and the same. Please review the application materials prior to registering for the webinar.

## RFA REVIEW WEBINARS

Thursday, December 19, from 12 p.m. to 1:30 p.m.

Register online at: <https://www.shfcenter.org/ysud/webinar/dec-19>

Friday, January 10, from 10 a.m. to 11:30 a.m.

Register online at: <https://www.shfcenter.org/ysud/webinar/jan-10>

\*Please note, the link to join the webinar you choose will be sent immediately in your registration confirmation e-mail.

## IMPORTANT APPLICATION GUIDELINES

To help us process your application, please follow these submission guidelines:

- We encourage you to submit your application before the deadline date in case you need help with any of the RFA components.
- Applications are due no later than 1 p.m. (Pacific Time) on February 6, 2020.
- Submit the application via our online portal through this [link](#). New users of the portal will need to create an account as the first step in the application process. You will only use this link one time to initiate your application. After you have started working on your application, use the link below or that you will receive via e-mail to continue working on your saved application.
- In the portal, for optimal functionality, use Internet Explorer as the browser when working on a PC and Safari as the browser when working on a Mac.
- Respond to all required fields (marked with an \*).
- Upload all attachments listed under “Application Checklist” below.

- On the portal, you may click “Save & Finish Later.” You will receive an e-mail with a link to return to your in-progress application. You may also use this [link](#) to return to your in-progress application.
- Click “Save & Finish Later” any time you will not be working in your application for a few minutes.
- You may submit your application only once. Be sure your application is complete and accurate, including required documents, before submitting it. Revised applications will not be accepted.
- If you are unable to submit your application online or need help, please contact us at [centergrant@shfcenter.org](mailto:centergrant@shfcenter.org) with the subject line: Application Online Help.

Send questions and inquiries related to the Youth SUD Prevention Program funding opportunity to [centergrants@shfcenter.org](mailto:centergrants@shfcenter.org) with the subject line: Youth SUD Prevention RFA Question

## APPLICATION CHECKLIST

- Initiate the funding application online. The link is also posted on [The Center’s Youth SUD Prevention Program web site](#).
- Required Application Attachments
  - Proposed budget completed in The Center’s Proposed Budget Template (Template available in the attachment section of the online application.)
  - Proposed budget justification (You may download a template available in the online application or use your own.)
  - Applicant organization’s W-9
  - Work plan completed in The Center’s template (Template available in the attachment section of the online application.)
  - Support letter signed by the applicant organization’s administrator/executive (If applying as a coalition, please submit a support letter from each coalition member.)

Incomplete applications will not be reviewed.

Applications received after the above deadline may not be considered.

If you are unable to submit your application online or need help, please contact us at [centergrants@shfcenter.org](mailto:centergrants@shfcenter.org) with the subject line:

Application Online Help.

## APPLICATION FOR REFERENCE ONLY SUBMIT YOUR APPLICATION USING THE ONLINE PORTAL

If you are unable to submit your application online or need help, please contact us at [centergrants@shfcenter.org](mailto:centergrants@shfcenter.org) with the subject line: Application Online Help.

### YOUTH SUD PREVENTION GRANT APPLICATION

Organization name

Is this organization a fiscal sponsor?

Name of fiscally sponsored project, if applicable

Address

County

Phone

URL (optional)

Director/CEO Contact Name

Director/CEO Contact Title

Director E-mail address

Director phone

Application Contact

Application Contact E-mail Address

Application Contact Phone

Applicant Organization Tax ID #

Organization Status – Organization has 501(c)(3) nonprofit status with the IRS. Yes, No, Unsure

What is the applicant organization's annual budget amount?

Does the applicant organization have an annual financial audit? Yes, No

## PROJECT INFORMATION

Project Name (10 words maximum):

Brief Summary and Purpose of Project (100 words maximum):

Amount Requested: \$\_\_\_\_\_

Start Date: March 15, 2020

End Date: November 30, 2022

Proposed Implementation Strategy (select at least one additional strategy)

- Youth Activism for policy, system, or environmental change
- Mentorship/Relationship Building
- Peer-led Support and Leadership Program

## GEOGRAPHY

### County-level

Please indicate what percentage of activity will be spent in which California counties. Total must add up to 100.  
(A list all 58 California counties is in the online application.)

### Rural/Urban

Region where services will be implemented (see definition in RFA):

- Urban
- Rural
- Both

## POPULATION TO BE SERVED [ABLE TO CHOOSE MULTIPLE]

Disproportionately impacted community you will predominantly be serving:

- African-American/Black [Provide specific population(s) below under Other]
- Asian-American/Asian Pacific Islander [Provide specific population(s) below under Other]
- Latino/Hispanic [Provide specific population(s) below under Other]
- Native American
- Other and/or sub-population [specify] \_\_\_\_\_

## NARRATIVE QUESTIONS

**Organization Description.** Provide a brief overview of your organization, a) when it was established, b) racial/ethnic make-up of board and staff, c) your organization's mission, d) whom you serve, e) geographic area your organization covers, f) socio-economic status of community served, and g) the types of programs you operate. If applying as a coalition, information about the coalition should be provided. (300 words maximum)

**Track Record with Community.** Describe your organization's history and relationship with the community disproportionately impacted by the war on drugs selected in the Project Summary section of this application. (200 words maximum)

**Track Record with Youth.** Please describe your organization's history and relationship with youth engagement and leadership. In what ways does your organization incorporate social justice youth development into its work? (300 words maximum)

**Need.** Provide a brief description of the need, challenge or issue the project will address. (200 words maximum)

**Policy, Systems and Environmental Change.** What is your organization's commitment to and capacity for doing systems and policy change work? Identify what policy, systems and/or environmental change the project will be addressing. (200 words maximum)

**Use of Funds.** Based on the selected strategies, describe in detail your plan for using these funds. Include how you plan to increase youth understanding of SUDs through the cultural lens of the impacted community and how you plan to prevent youth harm from substance use. Describe your plan for engaging youth, including recruitment, training, and leadership development. Identify the impacts on the youth population that will be realized if the policy, systems, and/or environmental changes you are focusing on are successful. (300 words)

**Evaluation Process.** Based on the monitoring/evaluation approaches identified in the work plan attachment, describe your overall plan for evaluating progress toward your project's goal(s). (200 words maximum)

**Organizational Capacity.** Describe 1) your organization's capacity to implement the project in terms of staffing and other resources, and 2) how this project may further build your organization's capacity. (250 words maximum)

**Sustainability.** How can your project utilize this funding to support sustainability for your work after funding ends? (150 words maximum)

**Technical Assistance.** What technical assistance would your organization benefit from in implementing this project? This technical assistance can be focused on organizational capacity building or community capacity building. This information will help us plan our learning convenings. (150 words maximum)

## ATTACHMENTS

- Proposed Three-year Project Budget (required) - Download The Center's budget form in the Attachments tab of the online application form, fill it in and upload it. Be sure to complete a budget for each year. Each budget will roll up to the total budget spreadsheet.
- Proposed Project Budget Justification (required) - Please describe expense line items and what they will support. You may download a template in the Attachments tab of the online application form for use or use your own.
- Applicant organization's W-9 (required)
- Work plan (required) – Download The Center's work plan template in the Attachments tab of the online application form, fill it in and upload it.
- Support letter signed by the applicant organization's executive, or if you are applying as a coalition, support letter signed by each coalition member stating their role in the project and signed by that organization's executive.