

ANNOUNCEMENT OF FUNDING AVAILABILITY

ISSUE DATE: October 2, 2023

UNDER 21 SUBSTANCE USE PREVENTION ACTIVITY MINI-GRANTS

APPLICATION DEADLINE: November 30, 2023

ABOUT THE COALITION

Since January 2013, the Montgomery County Department of Health and Human Services has awarded a contract to the Montgomery County Collaboration Council for Children, Youth and Families, Inc. to create a county-wide coalition to address the illegal and underage use and misuse of substances that include alcohol, opioids and other prescription drugs.

This prevention coalition, Montgomery County Prevention Alliance, and its members work together to deliver activities that:

- Address change in the social environment by promoting community norms and public policies that decrease substance use.
- Build the capacity of those who work with youth and young adults to deliver prevention services.
- Reduce risk factors and increase protective factors among youth and families by providing substance use prevention, education and outreach programs and services.

Thus, the Collaboration Council manages the Under 21 Substance Use Prevention Activity mini-grants for the current fiscal year.

PREVENTING UNDERAGE SUBSTANCE USE

Though progress is being made, underage substance use and misuse remain prevalent among youth and young adults in the United States. According to the 2021 National Survey on Drug Use and Health (NSDUH), approximately 5.9 million people ages 12 – 20 reported drinking alcohol in the past month, 3.2 million people ages 12-20 were past month binge drinkers, and 613,000 people ages 12-20 were heavy drinkers. Besides being illegal, underage alcohol use can lead to other risky behaviors, which can seriously inhibit the ability of youth and young adults to grow into productive and healthy adults.

Data from the 2022 Monitoring the Future Survey reveal that alcohol, nicotine vaping, and cannabis are the most commonly used substances among youth and young adults in the United States; however, the Substance Abuse and Mental Health Services Administration reports that the misuse of prescription opioids, tranquilizers, sedatives and stimulants is a significant public health concern in the United States.

Substance use prevention is a proactive process that encourages individuals and systems to meet the challenges of life events and transitions by creating and reinforcing conditions that promote healthy behaviors and lifestyles. The Substance Abuse Prevention Program within the Montgomery County Department of Health and Human Services envisions that Montgomery County residents will have increased access to quality prevention and health promotion services to improve their health and well-being.

UNDER 21 MINI-GRANTS BACKGROUND

Funded by the Montgomery County government, the mini-grants are funded to support underage and illicit **substance use prevention activities** throughout Montgomery County. Funds must be used to provide primary prevention activities to youth and young adults under 21 at risk for substance use and misuse.

The mini-grants must be combined with other local funds for community-based substance use prevention activities for youth under 21. This application allows community groups to apply for funds to partially support their planned activities.

Eligible Applicants

Community-based groups incorporated or with at least a two-year history of operations (planning and decision-making group) that would likely ensure successful program implementation and fiscal management.

MINI-GRANT PROGRAM ACTIVITIES

Population(s) to be served:

The target population can include:

- Middle school-aged youth
- High school-aged youth
- Young adults who are under the age of 21

Eligible Activities

- Grant-supported activities can help support single events or ongoing programs.
- All activities must occur outside of the school's instructional periods. Before or after school, lunchtime, early dismissal, school holidays, and weekends are acceptable times.
- All activities must have an educational component addressing the issue(s) of underage alcohol use, illegal use of cannabis, over-the-counter drugs, or prescription drug use and misuse. The focus can be on one or more substances.
- Prevention education activities can be in person or via virtual platforms (e.g., Zoom, Microsoft Teams, etc.).
- All activities must show evidence of youth involvement in the planning or execution of the plan.
- Adequate adult supervision must be provided for direct service activities by screened and trained adults.
- The minimum ratio of adults to students must be 1:10 for all age groups.
- Activities must encourage youth to creatively outreach to their parents and families about program activities and education.

Ineligible Expenses or Activities

- Funding cannot be used to rent equipment for post-prom or graduation events that support gambling-like activities.
- Funding cannot be used to develop a curriculum or create educational brochures.
- Funding cannot be used for poster or video contests.
- Funding will not support activities that only survey youth.
- **SALES TAX CANNOT BE REIMBURSED.**

Implementation Time Line

Expenses incurred for projects funded via these grants **must begin after January 1, 2024 and conclude by May 31, 2024.**

Evaluation

All activities supported by the mini-grants must identify the number of youth to be served and detail how planned activities will positively impact participating youth about substance use prevention. Grant recipients must collect information to measure participation and outcomes.

MINI-GRANT BUDGET

Grant Amount. Requested grant funding must be at least \$500 and at most \$2,000.

Matching Requirement. Community groups applying must contribute matching funds of at least 30% of the amount requested. (For example, an application for \$2,000 must show a match of \$600.) These matching funds can be other funding sources or in-kind contributions. In-kind contributions can include facility costs, donated goods, chaperone costs, entertainment costs, volunteer time, or other services. You may charge admission (encouraged). Applications must meet this match requirement to be considered.

Total Activity Budget. When combining the grant funding and the applicant's match, the total budget for the activity can exceed \$2000, but only a maximum of \$2000 can be charged to the grant.

Payment. Payment of grant funding will be on a **reimbursement basis**. Payment will be made once evidence of grant expenditures and the required invoice are submitted by the stated deadline.

ADDITIONAL INFORMATION BEFORE SUBMITTING AN APPLICATION

Two optional informational meetings will be held virtually on **Thursday, October 12, 2023 at 11:00 AM and 3:00 PM**. To register, please send an email to jade-ann.rennie@collaborationcouncil.org with Under 21 Mini-Grant Optional Informational Meeting in the subject line by **Wednesday, October 11, 2023**, and include the name(s) and email(s) of those attending as well as the preferred meeting time. A link to the meeting will be emailed to each attendee upon receipt of email.

SUBMISSION PROCEDURES

All applications must be submitted using the online application form.

- The deadline to submit your application is November 30, 2023. **(Note: Applications received after this deadline will not be accepted).**
- An email confirming receipt of the application will be sent to the identified contact person by **November 30, 2023.**

APPLICATION REVIEW AND AWARD PROCESS

A team of representatives from the Collaboration Council, Montgomery County Government and the Montgomery County Prevention Alliance (MCPA) will review all qualified applications. Factors that will be considered include the quality and clarity of the application in achieving the grant's intentions and unique substance use prevention activities. **Prior grantees who failed to submit copies of expense receipts and/or a project summary are not eligible to apply.**

EXPECTATION OF GRANTEES

All grantees must:

- Attend a **mandatory** virtual meeting at a date and time that will be established at the time of the grant award. This meeting will review invoicing and reporting protocols and procedures and provide guidance on evaluation activities. **Anyone who fails to attend this meeting will forfeit their grant award.**
- Have processes that monitor and account for grant funds so that the required invoice and documentation will enable reimbursement.
- Submit a program report using a format to be provided with the acknowledgment that information can be circulated publicly.
- Submit an invoice cover page with corresponding documentation using the format to be provided.

CONTACT INFORMATION

All questions must be submitted via email to jade-ann.rennie@collaborationcouncil.org and include FY24 Under 21 Mini-Grant in the subject line.

Click on the link below to access the FY24 Under-21 Mini-Grant Application:

<https://montgomerycollaborationcouncil.submittable.com/submit/274226/under-21-substance-use-prevention-activity-mini-grant>