

ALCOHOL TAX FUND of Johnson County, Kansas
2023 PUBLIC SCHOOL DISTRICT REQUEST FOR PROPOSAL (RFP)
Drug and Alcoholism Council of Johnson County
A program of United Community Services of Johnson County, Inc (UCS)

RFP Meeting: May 12, 2022, 10:00 a.m. via ZOOM
RSVP to christinag@ucsjoco.org by May 10 for meeting information
Applications Due (not postmarked): August 4, 2022, 3:00 p.m. at UCS

ALCOHOL TAX FUND

The Alcohol Tax Fund (ATF) is collected from a state tax on liquor by the drink. Part of the revenue generated by the tax is returned to the jurisdiction (city or county) in which it was collected, and **must be used for programs “whose principal purpose is alcoholism and drug abuse prevention and education, alcohol and drug detoxification, intervention in alcohol and drug abuse or treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers.”** KSA §79-41a04 (as amended).

The Drug and Alcoholism Council of Johnson County (DAC) coordinates a review and recommendation process that allows eligible programs to access the ATF from the Board of County Commissioners and ten cities (De Soto, Gardner, Leawood, Lenexa, Merriam, Mission, Prairie Village, Olathe, Overland Park and Shawnee). The DAC submits funding recommendations to participating jurisdictions. The Board of County Commissioners and cities have ultimate authority and responsibility for determining which programs receive ATF grants.

2023-2028 Alcohol Tax Fund Funding Priorities

By legislative mandate (KSA §79-41a04 as amended), ATF dollars must be used to fund services or programs whose principal purpose is substance abuse education, prevention, detoxification, intervention and/or treatment. Programs funded through the ATF grant process create a substance use continuum of services. Programs are defined as follows:

- Education and Prevention programs are designed to promote awareness and self-efficacy, and provide information, activities, and skill building to prevent problems with, or addiction to, alcohol and/or drugs.
- Intervention programs are designed to interrupt alcohol and/or drug use and may include involvement in activities applied during early stages of substance use which may prevent the transition from drug use to abuse.
- Substance Abuse Treatment programs are licensed by the State of Kansas to provide substance use disorder treatment services, including detoxification, and are designed to assist clients with discontinuing the use of alcohol and drugs and recovery programs supporting a reduction in relapse.

Overall priority is given to:

- Programs that target populations who are at-risk for substance use or abuse including individuals who have mental health issues, people who are homeless and/or have other co-occurring issues, and those involved in the child welfare or criminal justice system.
- Programs that address barriers to service including hours of operation, transportation, lack of care for children of parents seeking services, and physical location.

- If fees are charged for services, there are accommodations for clients with no ability, or limited ability, to pay the fees including a sliding fee scale based upon income.
- Programs that demonstrate competency in addressing language and cultural barriers and provide bi-lingual services in multiple languages, such as Spanish.
- Programs that provide services to meet a current community need defined through indicator data or *Communities That Care* survey trends.
- Programs that demonstrate an awareness of the negative impact of trauma in the prevention and treatment of substance use and utilize a trauma-informed care approach in the delivery of services.
- Programs that are evidence-based or reflect a best or promising practice and include measures to ensure fidelity.
- Programs that utilize measurable outcome data to improve service delivery.
- Strategies and services that involve families, parents, guardians, and/or other support systems.
- Programs that demonstrate coordination and collaboration with other agencies that support the substance abuse continuum of services in Johnson County and provide connection to community supports.
- Programs that demonstrate through service delivery, competency in addressing the interrelationship between substance use/abuse and other risk factors as defined above.

Priorities for Education and Prevention Programs include:

- Strategies that seek to delay the onset of the initial use of substances.
- Programs that target use of gateway drugs and address new trends in drug use across all age groups.
- Programs that utilize *Risk and Protective Factors* strategies across all age groups.

Priorities for Treatment and Intervention Programs include:

- Programs that provide effective treatment strategies for individuals with co-occurring substance use and mental health disorders.
- Programs that serve targeted populations and introduce early intervention strategies.
- Programs that incorporate Recovery Oriented Systems of Care (ROSC) which sustain and support recovery. These include providing peer support, housing, case management, and/or to linkages to recovery communities and activities.

All grant applicants are responsible for clearly describing the proposed programs and services for which they request funding, why that program or service was chosen (*e.g.* addresses identified risk factors), the service population, and the evidence that proposed activities are effective and appropriate in that population. Applications will be scored and recommendations prioritized based on applicant descriptions.

Kansas Communities that Care (CTC)

Local Kansas Communities That Care® (CTC) survey data measures the level of problem behaviors and the environmental factors that put children and youth at risk, or protect them from developing those behaviors (also referred to as risk and protective factors), and informs school district education and prevention program needs and choices. The DAC is aware that as a result of the Kansas Student Data Privacy Act, some Johnson County school districts have chosen not to administer the Kansas CTC survey. However, the **DAC strongly encourages all districts to administer this survey** and applauds those that do. Districts that have statistically valid CTC data may use this information to ascertain long-term trends. All districts should include in the ATF application an explanation of the district and/or grade level indicators related to risk for substance abuse which inform the district’s selection and implementation of evidence-based and model prevention and education programs.

CTC research identifies 18 factors (within four domains) that increase a child or youth’s risk of substance abuse:

- *Community factors*
 - Availability of drugs
 - Community laws/norms favorable toward drug use, firearms, and crime
 - Transitions and mobility
 - Low neighborhood attachment and community disorganization
 - Extreme economic deprivation
- *Family factors*
 - Family history of problem behavior
 - Family management problems
 - Family conflict
 - Favorable parental attitudes and involvement in the problem behaviors
- *School factors*
 - Academic failure beginning in late elementary school
 - Lack of commitment to school
- *Peer and Individual factors*
 - Early and persistent antisocial behavior
 - Rebelliousness
 - Friends who engage in the problem behavior
 - Gang involvement
 - Favorable attitudes toward the problem behavior
 - Early initiation of the problem behavior
 - Constitutional factors

CTC research also identifies protective factors that reduce a child or youth’s risk for engaging in substance abuse:

- *Community factors*
 - Recognition of positive involvement
- *Family factors*
 - Attachment to family with healthy beliefs and clear standards
 - Opportunities for positive involvement (meaningful participation in responsibilities and activities of the family)
 - Recognition of involvement (family members praise, encouragement, and attend to things done well by the child)
- *School factors*
 - Opportunities for positive involvement, both inside and outside of the classroom
 - Recognition and encouragement for involvement, contributions and effort
- *Peer and Individual factors*
 - Demonstrated social skills – social competence and engagement in positive interpersonal relationships with peers
 - Healthy beliefs and clear standards – clear beliefs of what is right and wrong

Applications will be evaluated according to these criteria:

- Community Need
 - The program addresses a clearly-stated community need or provides an opportunity to address a community need;

- the program coordination with other community services to maximize the impact of available resources and meet needs of population;
- the program benefits to the local jurisdictions; and
- the purpose of proposed program or services is consistent with ATF funding priorities.
- Responsiveness of Proposed Program Activities: A detailed description of program activities proposed for funding, including a clear explanation of:
 - the identity and number of client population, strategies for reaching the client population, and client access to services (e.g. how barriers to activities/services are reduced or eliminated). If applying for substance abuse prevention and education programming for *youth*, how program addresses risk and protective factors of client population;
 - delivery of services/activities that are responsive to needs of population;
 - the evidence base for the effectiveness of the program or services with the client population;
 - the ability to accommodate cultural diversity within the population; and
 - the use of trauma-informed practices.
- Measurable Outcomes
 - The program includes clear and measurable outcomes and details a plan for related data collection in order to evaluate success. Outcome data reflecting on abstinence, housing, employment, criminal activity, access to and/or retention in services are preferred.
 - The program demonstrates clear linkage between program activities and outcomes.
 - The program provides reasonable evidence of the achievement of previously identified outcome(s).
 - Reasonable levels of service are provided for resources expended.
- Organizational Capacity and Funding
 - The organization is stable (financial position, legal issues, etc.).
 - The program has attracted sufficient community resources from public, private, and volunteer sources, to produce proposed outcomes.
 - The program budget is realistic and reasonable in light of the proposed activities.
 - The application demonstrates that ATF funding is critical to achieving the stated outcomes.
 - The application and program comply with grant conditions.
- Qualifications, Licensing and Accreditation
 - If applicable, the agency is licensed/accredited.
 - Employees are qualified to provide services (accredited/licensed, if applicable)

GRANT CYCLE AND FUND AVAILABILITY

The DAC reserves the right to fund only part of the application based on identified funding priorities and the differential strength of components of the proposal. For example, a district might ask for the funding of several activities, only one of which has a clear evidence base of effectiveness in reducing substance abuse. In that case, the DAC could choose to recommend the funding of only one activity, not the full proposal. Such a decision would clearly be delineated in the DAC's recommendation to the jurisdictions.

The grant cycle is calendar year (CY) 2023 which straddles two school years. The budget, program description, and funding request must reflect CY 2023. Service statistics and outcomes (achieved and projected) should reflect school years.

Grant payments are typically, but not always, made by participating jurisdictions at the end of each quarter. DAC members will review applications and may also conduct interviews or site visits. Applicants will be notified of the DAC's funding recommendations in November 2022, and of final action by the jurisdictions in January 2023.

NOTIFICATION

Notification of funding recommendations will be made by email to the email address provided in the application. An applicant that deems its funding recommendation may have been affected by a substantial change in circumstances occurring after the date the application was submitted, a mistake of fact, or a procedural defect, may submit a written statement to the DAC to that effect. To ensure fairness, if received at UCS offices within one (1) week after the DAC emails its funding recommendations to applicants, such statement will be reviewed by the DAC and provided to participating jurisdictions.

USE OF GRANT FUNDS

Applications will be accepted for continuation and/or expansion of programs and services and new programs and services. Applicants must state the specific manner in which funds will be used. **No assumptions should be made that an ATF grant will be awarded annually.** The ATF will not support advertising, capital campaigns or investments, endowments, fundraising (including events), research (excluding research to evaluate program effectiveness), religious purposes, or grants to individuals.

ELIGIBILITY

Applicants must be Johnson County public school districts; individual schools are not eligible. Applicants must meet the following criteria:

- **The principal purpose of the proposed program or service must be alcohol and drug abuse prevention, education, detoxification, intervention, treatment and/or recovery.**
- The program primarily serves Johnson County residents.
- The program clearly defines and measures outcomes for participants.
- The district is in compliance with any applicable nondiscrimination ordinances and/or policies of the municipalities that provide resources to the Alcohol Tax Fund.*

GRANT CONDITIONS

Grantees must sign a Letter of Agreement with UCS outlining grant conditions that include, but are not limited to:

- Timely submission of semiannual financial reports.
- Timely submission of semiannual program reports that include outcome data and statistics by participants' city of residence.
- Agreement to make available all program and financial records for audits by UCS and participating jurisdictions and to retain all documentation for five years after completion of the grant term.
- Agreement to acknowledge Johnson County Government and participating cities as funders (**UCS is not and should not be acknowledged as a funder**).
- Participation in quarterly meetings facilitated by UCS to develop a comprehensive resource and referral network among providers of alcohol and substance abuse services.
- Compliance with any applicable nondiscrimination ordinances and/or policies of the municipalities that provide resources to the Alcohol Tax Fund.*

If reports are not received in a timely manner or service is not being rendered as stated in the Application, jurisdictions will be notified and the DAC will recommend withholding ATF awards from grantees. Failure to submit timely reports, without cause, or to comply with the Letter of Agreement, may result in termination, forfeiture of funds, and/or repayment of funds, as described in the Letter of Agreement.

2023 GRANT CYCLE TIMELINE

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| May 5, 2022 | School District RFP and Application released electronically. |
| May 12, 2022 | RFP meeting for Johnson County public school districts; 10:00 a.m. via ZOOM, RSVP to christinag@ucsjoco.org for meeting information. |
| August 4, 2022 | Electronic and Hard-Copy Applications due by 3:00 p.m. at UCS. |

November 2022	Preliminary notification of funding recommendations to applicants.
January 2023	Final notification of funding awards and Letters of Agreement available for signature.
First quarter 2023	Funds available to grantees; grant payments are typically, but not always, made by participating jurisdictions at the end of each quarter.

HOW TO APPLY

The 2023 School District RFP and Application are available from UCS beginning May 5, 2022. For additional information, contact Christina Ashie Guidry, Director of Resource Allocation, at 913.689.2326, or christinag@ucsjoco.org. Applications must be complete and submitted in a timely manner to be eligible for consideration.

*Johnson County Government and cities of De Soto, Gardner, Leawood, Lenexa, Merriam, Mission, Olathe, Overland Park, Prairie Village, Shawnee
(Contact UCS for information about applicable nondiscrimination ordinances and/or policies.)