AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

Agenda Item: Acknowledgment of County Manager Authorization to

Action Requested: Motion

Parties to the Agreement: Gunnison County and Office of Behavioral Health, Law Enforcement Assistance Fund

Term Begins: **Term Ends:** **Grant Contract #:**

Summary:

grant re-application

Fiscal Impact:

Submitted by: Kari Commerford **Submitter's Email Address:** kcommerford@gunnisoncounty.org

Finance Review: (●) Required ( ) Not Required

Comments:

This is an application for a continuation of a current grant award. Kari and I went over the budget, no concerns. It does include 10% indirect cost reimbursment.

Reviewed by: GUNCOUNTY1\lNienhueser Discharge Date: 5/2/2015

County Attorney Review: ( ) Required (●) Not Required

Comments:

Reveiwed by: Discharge Date: Certificate of Insurance Required

Yes ( ) No ( )

County Manager Review:

Comments:

Reveiwed by: GUNCOUNTY1\khaase Discharge Date: 5/6/2015

(●) Consent Agenda ( ) Regular Agenda ( ) Worksession Time Allotted:

Agenda Date: 5/19/2015

Revised April 2015

COLORADO
Office of Behavioral Health
Department of Human Services

APPLICANT AGENCY INFORMATION (Signature Authority)

Applicant Agency Name	Gunnison County

Address: 200 East Virginia St.	
City: Gunnison	**State: CO**
County: Gunnison	**Zip code:81230**

Agency Phone	970-641-0248
Agency Website	www.gunnisoncounty.org/gcsapp

Contract Contact Name	Matthew Birnie	**Title:**	County manager
Contact Phone	970-642-7393		
Contact Email	mbirnie@gunnisoncounty.org		
Type of Funding	Law enforcement assistance grant – Substance abuse prevention		

FINANCIAL CONTACT INFORMATION

Financial/Fiscal Contact Name	Linda Nienhueser	**Title:**	Director
Contact Phone	970-641-7622		
Contact Email	lnienhueser@gunnisoncounty.org		

PROGRAM CONTACT

Agency Name	Gunnison County Substance Abuse Prevention Project

Agency Phone	970-642-7396
Agency Website	www.gunnisoncounty.org/gcsapp

Program Contact Name	Kari Commerford	**Title:**	Director
Contact Phone	970-642-7393		
Contact Email	kcommerford@gunnisoncounty.org		
Program Contact Name	Emily Litwin	**Title:**	Education Specialist
Contact Phone	970-642-7394		
Contact Email	elitwin@gunnisoncounty.org		

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Office of Behavioral Health
FY 15-16 BUDGET WITH JUSTIFICATION FORM
Prevention LEAF

Contractor Name	Gunnison County
Budget Period	FY 15-16
Project Name	Gunnison County Substance Abuse Prevention Project (GCSAPP)

Program Contact Name, Title, Phone and Email	Kari Commerford, GCSAPP Director, (970) 642-7393 kcommerford@gunnisoncounty.org
Fiscal Contact Name, Title, Phone and Email	Gunnison County, Matthew Birnie, County Manager (970) 641 - 7602 mbirnie@gunnisoncounty.org

Expenditure Categories

Personnel Services Salaried Employees						**Year One**
Position Title/Employee Name	**Description of Work**	**List CSAP Strategy, IOM and Key Activity or Part of Job**	**Gross or Annual Salary**	**Fringe**	**Percent of Time on Project**	**Total Amount Requested from OBH**
						$0
						$0
						$0
						$0
						$0
						$0
						$0

Personnel Services Hourly Employees						**One Year**
Position Title/Employee Name	**Description of Work**	**List CSAP Strategy, IOM and Key Activity or Part of Job**	**Hourly Wage**	**Hourly Fringe**	**Total # of Hours on Project**	**Total Amount Requested from OBH**
Education Specialist	$21.00hr x 30hr/wk x 52 weeks @ 43 %; will deliver the youth component of parent-youth education dinners, will deliver community leadership experience, will chair the DD committee and plan trainings. Fringe benefits include insurance, workmans comp, FICA, and unemployment	1.Education, Univer:	$21.00	$9.00	670.00	$20,100
						$0
						$0
						$0
						$0
						$0
						$0
						$0
						$0
					Total Personnel Services (including fringe benefits)	**$20,100**

Contractors/Consultants (payments to third parties or entities)	**One Year**

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Name	Description of Item	List CSAP Strategy, IOM and Key Activity or Part of Job	Rate	Quantity	Total Amount Requested from OBH
Educator Stipends	Educator stipends will be used to hire 4 Western State Colorado Unicersity faculty and 2 interns to create and deliver 4 presentations - -- ($500 per faculty per presentation,$50 per intern per presentation)	Strategy 1. Education, Universal, Activity A.	$550	4	$2,200
Community Leadership Stipends	5 Community individuals/organizations will work collaboratively with Gunnison County Substance Abuse Prevention Project to help teach youth leadership skills.	Strategy 2 Community Based process,Universal, Activity B	$500	5	$2,500
					$0
					$0
					$0
					$0
					$0
					$0
					$0
					$0
					$0
				Total Contractors/Consultants	**$4,700**

Travel					**One Year**
Item	**Description of Item**	**List CSAP Strategy, IOM and Key Activity or Part of Job**	**Rate**	**Quantity**	**Total Amount Requested from OBH**
					$0
Travel In Service Area	Travel to and from Crested Butte (60 miles round trip) a total of 8 times. 60milesx8timesx.57	Strategy 2 Community Based process,Universal, Activity B	$ 34.20	8	$274
Out-of-service travel	travel to leadership development training or Community Anti-drug Coalition of America (CADCA)/Substance Abuse and Mental Health Services Administration (SAMSHA) training. Hotels at $250 x 2 people air fare @$600 x 2 people food at $52/day x 2people x 4 days	Strategy 2 Community Based process,Universal, Activity B			$3,616

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In State Travel	travel for 5 --- two day training, two nights lodging at $150/n = $1,500, vehicle miles (800 miles x .57 = $456), food stipend at $36/day for 5 for two days = $360	Strategy 2 Community Based process,Universal, Activity B			$2,316
					$0
					$0
					$0
					$0
					$0
					$0
					$0
					$0
				Total Travel	***$6,206***
Supplies & Operating Expenses					**One Year**
Item	**Description of Item**	**List CSAP Strategy, IOM and Key Activity or Part of Job**	**Rate**	**Quantity**	**Total Amount Requested from OBH**
	Marketing for Designated Driving Programs and Parent Education $150 ad x 40	Strategy 1, Education, Universal, Activity B, Strategy 3, Enviornmental, Universal, A, B	$ 150.00	40	$6,000
	office supplies in support of education and marketing - - copies,	All	$ 30.00	12	$360
	training for five coalition members (staff and volunteers)	Strategy 2 Community Based process,Universal, Activity B	$125	5	$625
	Meeting supplies and meals for education dinners and committee development. 25 attendees at $8pp x 8 events/meetings	Strategy1, Education, Universal, Activity B, Strategy 2. Community Based Process, Activity A	$ 200.00	8	$1,600
	Class completion incentives for parents/youth dinners	Strategy 1 Education, Universal, Activity B	$ 50.00	20	$1,000

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	Unerwriting advertisements in Designated Driving Programs ($2500 per	Strategy 3, Enviro	$ 2,500.00	2	$5,000
	12.5 % of IT costs - education specialist resources	All			$864
					$0
					$0
					$0
				Total Supplies & Operating Expenses	**$15,449**
				MODIFIED TOTAL DIRECT COSTS (MTDC)	**$46,455**

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Indirect Costs [not to exceed 10% unless Negotiated Federal Indirect Cost rate or Negotiated State Indirect Cost rate is attached]		**One Year**
Item	**Description of Item**	**Total Amount Requested from OBH**
Negotiated Federal Indirect cost rate	N/A	
State Federal Indirect cost rate	N/A	
or 10% Indirect rate:		$4,645
	Total Indirect	**$4,645**
	TOTAL	**$51,100**

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Work Plan for: Gunnison County Substance Abuse Prevention Program

OUTCOMES, BENCHMARKS, AND MILESTONES

5th year outcome statement:	Lower the rate of high school students (9th-12th grade) who respond 'riding in a vehicle with someone who had been drinking [or using drugs]' by 5% within five years (currently 21% in 2012).
3rd year benchmark statement:	Specific education classes have been successfully facilitated with 20 or more participants in total - - this includes parents and students. GCSAPP coalition leadership increased capacity through ongoing leadership training with five or more members (three of them at minimum being youth) completing specific leadersip development training programs each year.
Milestone statement:	4 parent-youth education dinners have been offered with an average of 25 parent/youth in attendence. Addition education sessions have been scheduled and planning sessions begun. 7 GCSAPP coalition members including GCSAPP staff and 3 high school students attending a leadership development training.

COMMUNICATION AND OUTREACH PLAN

Tasks	Time Period	Deliverable	Measurement	Person(s) Responsible	Budget Category
Identify and contact up to 4	**August 2015-March 2016**	**curriculum created**	**pre-post tests to measure**	**Education Specialist and**	Personnel, operating
Identify and contact	**October 2015- April 2016**	**community leadership program**	**youth coalition members certified**	**Education Specialist and**	Personnel, operating
Designated Program	**August 2015-May 2016**	**increased awareness of programs**	**number of ads and number of users**	**GCSAPP Director**	Operating
Outreach for Parent-youth	Septermber 2015-April 2016	4 parent-youth dinners offerred, 80 total	pre-post tests to measure effectiveness	Education Specialist and	Personnel, operating

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PROGRAMS, POLICIES, PRACTICES, AND APPROACHES					
CSAP Strategy 1:	***Education***				
CSAP Activity:	Parent-youth education dinners				
Evidence based program, policy, practice, or approach name (include website link):	Pass the Knowledge parent-youth dinners. Education series was created using parent-community focus groups to determine topics of need/interest and method of delivery, including times and length of events. Curriculum has been created with collaboration with Western State Colorado University faculty.				
IOM :	***Universal***				
Targeted population(s):	youth and parents of youth 6th-12th grade				
Targeted substance(s):	alcohol, marijuana and prescription drugs				
Key Activity A:	**Project towards impaired driving curriculum**				
Tasks	**Time Period**	**Deliverable**	**Measurement**	**Person(s) Responsible**	**Budget Category**
Conduct youth focus groups with at least 6 youth (9th-12th grade) in Crested Butte and Gunnison - needs assessment and perception of harm	**August-September 2015**	**Develop and deliver 4 parent-youth education sessions.**	**4 topics that address youth needs and substances/behavior of concerns will be identified and report written. Western State Colorado University (WSCU) faculty and student interns will be contracted to design the curriculum. Identify up to 5 educators that will be trained to deliver the curriculum.**	**Education Specialist, contracted educators and GCSAPP Director**	personnel, operating
Train up to 5 educators (two youth) in delivering education curriculum	**October 2015-March 2016**	**5 certified educators**	**Completion certificates for each participant**	**Education Specialist, contracted educators and GCSAPP Director**	personnel, operating
Key Activity B:	**Impaired driving curriculum delivery**				
Tasks	**Time Period**	**Deliverable**	**Measurement**	**Person(s) Responsible**	**Budget Category**
Hold 4 parent-youth education dinners for 20 attendees per session	**October, November 2015 February, March 2016**	**4 parent-youth dinners delivered 80 participants total**	**80 (eighty) participants will have documented pre and post changes in attitudes and program effectiveness**	**Education Specialist, GCSAPP Director**	**Personnel**

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coincide classes with marketing efforts (Pass the Knowledge) to further education and bring community awareness to the community	**August 2015 - June 2015**	**40 ads run**	**Number of ads ran and increased awareness of "Pass the Knowledge" campaign according to 2016 parent survey**	**GCSAPP Director**	**Personnel**
Key Activity C:					
Tasks	**Time Period**	**Deliverable**	**Measurement**	**Person(s) Responsible**	**Budget Category**

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CSAP Strategy 2:	***Community Based Process***				
CSAP Activity:	Impaired Driving coalition committee				
Evidence based program, policy, practice, or approach name (include website link):	Impaired Driving coalition committee				
IOM :	***Universal***				
Targeted population(s):	Multi-agency coordination and collaboration/coalition				
Targeted substance(s):	alcohol, marijuana, prescription drugs				
Key Activity A:	**Imparied driving coalition committee development**				
Tasks	**Time Period**	**Deliverable**	**Measurement**	**Person(s) Responsible**	**Budget Category**
Hold 6 committee meetings, assign tasks to coalition members as needed. One (1)committee meeting held in Crested Butte at minimum	September 2015, November 2015, January 2016, March 2016, May 2016	6 meetings held	Meeting minutes and agendas with action items documented	Education specialist and GCSAPP Director	Personnel, Operating
Key Activity B:	**Develop leadership capacity of coalition and impaired driving coalition committee**				
Tasks	**Time Period**	**Deliverable**	**Measurement**	**Person(s) Responsible**	**Budget Category**
Identify 5 coalition members to attend leadership training	Sep-15	leadership training attended	coalition members will have documentation of attendence	Education Specialist and GCSAPP Director	personnel, operating, travel
2 GCSAPP staff will attend Leadership conference or CADCA/SAMSHA training	Mar-16	leadership training attended	leadership training/national conference - documentation of attendence	Education Specialist and GCSAPP Director	personnel, operating, travel
Create a leadership training/certification for up to 5 youth coalition members	October 2015-April 2016	up to 5 youth coalition members completed training	youth coalition members will receive leadership certification	Education Specialist and GCSAPP Director	personnel, operating

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Key Activity C:					
Tasks	**Time Period**	**Deliverable**	**Measurement**	**Person(s) Responsible**	**Budget Category**

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Work Plan for: Gunnison County Substance Abuse Prevention Program

CSAP Strategy 3:	***Environmental***				
CSAP Activity:	Social Marketing Campaign				
Evidence based program, policy, practice, or approach name (include website link):	Pass the Knowledge marketing campaign and increased designated driving awareness				
IOM :	***Universal***				
Targeted population(s):	Crested Butte and Gunnison				
Targeted substance(s):	Alcohol, marijuana, and prescription drugs				
Key Activity A:	**Increase community awareness of designated driving programs**				
Tasks	**Time Period**	**Deliverable**	**Measurement**	**Person(s) Responsible**	**Budget Category**
Support local designated driving programs with marketing efforts encouraging more use	*August 2015- May 2016*	*more ads and visibility for designated driving programs*	*number of ads placed, copies of ads,*	*GCSAPP Director*	Operating
Key Activity B:	**Increase capacity of designated driving programs to be used by more people.**				
Tasks	**Time Period**	**Deliverable**	**Measurement**	**Person(s) Responsible**	**Budget Category**
Help to underwrite the designated driving programs (2) that currently operate in exchange for advertising within vans	*October 2015 - May 2016*	*more people using the designated driving programs*	*ads placed in vans and number of riders to compare to past yeasr*	*GCSAPP Director*	Operating
Key Activity C:					
Tasks	**Time Period**	**Deliverable**	**Measurement**	**Person(s) Responsible**	**Budget Category**

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CSAP Strategy 4:	***Select from drop-down***				
CSAP Activity:					
Evidence based program, policy, practice, or approach name (include website link):					
IOM :	***Select from drop-down***				
Targeted population(s):					
Targeted substance(s):					
Key Activity A:					
Tasks	**Time Period**	**Deliverable**	**Measurement**	**Person(s) Responsible**	**Budget Category**
Key Activity B:					
Tasks	**Time Period**	**Deliverable**	**Measurement**	**Person(s) Responsible**	**Budget Category**
Key Activity C:					
Tasks	**Time Period**	**Deliverable**	**Measurement**	**Person(s) Responsible**	**Budget Category**

Section I. Program Description

A. Identify the implemented evidenced-based program, practice or approach and describe any changes from the original application or from previous fiscal year (FY2014-2015)

The Law Enforcement Assistance Funds (LEAF) grant has integrated seamlessly with Gunnison County Substance Abuse Prevention Project's (GCSAPP) current coalition strategic plan and programing. The programs and practices that GCSAPP implemented for FY2014-2015 include; program development for a series of community specific parent-youth education dinners, ongoing marketing and underwriting support and information dissemination for our local designated driving programs, youth leadership development and participation in a leadership conference, 5 coalition members attending a positive youth development training and the creation of an impaired driving coalition committee.

For our Parent education targeting impaired driving, Gunnison County Substance Abuse Prevention Project's (GCSAPP worked with Western State Colorado University (WSCU) to develop and evaluate a six month series of community specific parent-youth education dinners. In response to the parent focus group and surveys that were conducted by our contracted community professional Gunnison County Substance Abuse Prevention Project's (GCSAPP has created a curriculum for parents that we are currently implementing. Each month one parent-youth education dinner is held in Gunnison and one in Crested Butte. The youth and parents eat dinner together and then split off into two groups. The new Gunnison County Substance Abuse Prevention Project's (GCSAPP director, Kari Commerford, who holds a M.A and also teaches counseling and lifespan development courses at Western State Colorado University (WSCU) facilitates the parent group. The new Gunnison County Substance Abuse Prevention Project's (GCSAPP education specialist or Choice Pass program coordinator and two University student interns facilitate the student group. Topics that are included in the curriculum include; adolescent development with an emphasis on the brain, marijuana and the youth brain, opening lines of communication, mindfulness, mental health and youth, and technology, teens and the law.

Ongoing marketing and underwriting support and information dissemination for our local designated driving programs continues to be a strong collaboration for Gunnison County Substance Abuse Prevention Project's (GCSAPP). We use messaging that is targeted to our tourist population, university population, youth and parent population and the community at large.

Our education specialist has developed an additional structure to our Crested Butte Youth Coalition. This allowed Gunnison County Substance Abuse Prevention Project's (GCSAPP) to identify three highly motivated youth to attend a leadership training in California.

Our coalition training and impaired driving coalition committee are ongoing. We had 5 coalition

members attend a positive youth development training, three of those members also serve on the impaired driving coalition committee.

As far as changes from the original application, Gunnison County Substance Abuse Prevention Project's (GCSAPP) has slightly modified our budgetary needs, will facilitate a youth focus group, and added an additional leadership experience. Our budgetary changes are directly related to the youth focus group and leadership experiences. Emily Litwin, our education specialist will be the primary staff facilitating and writing the report for the youth focus group. She will also help to deliver the parent-youth curriculum that will be developed. In addition to this she will create a youth leadership experience in our community in order for our youth to gain tangible leadership skills that will aid them in their academics, and community efforts. This leadership experience will also create a more collaborative and supportive relationship with some of our community leaders, thus helping Gunnison County Substance Abuse Prevention Project's (GCSAPP) sustain its programing.

Section II. Describe program achievements and challenges encountered during the program.

We encountered three challenges this fiscal year; the first is resistance from youth to participate in educational sessions, the second was getting youth coalition members to attend the February Community Anti-drugs Coalitions of America (CADCA) leadership conference, and the third was ongoing participation for impaired driving coalition.

There is some resistance from youth to participate in the parent-youth education series. During our first month's sessions some parents reported that they would like to attend without their youth. We are currently working on a strategy to remedy this and have informed parents for the remainder of this year that they may attend without their youth if needed. In order to have more youth participation and buy in we will facilitate a youth focus group in the fall.

We were unable to send youth to the February Community Anti-drug Coalitions of America (CADCA) leadership forum due to a lack of structure in the youth councils. We have now established a structure and we sent our education specialist with 3 youth to a leadership conference in California in March, 2015.

Our impaired driving coalition committee was our biggest challenge. We were unable to successfully meet on a regular basis and create an action plan. For our next fiscal year we plan to meet every other month in order to help members attend more regularly and increase our committee by adding university students and more youth serving professionals.

Our successes include our parent-youth education dinners, social marketing campaign and designated driver awareness marketing, and our youth coalition.

For our parent-youth education dinners the parents have reported that they find the information valuable, as measured by pre-post surveys. In these education session parents are primarily participating in education and discussion and youth are primarily participating in an activity with pertinent

facts/information dispersed throughout. To date, we have delivered four sessions in each end of the valley in which we have had an average of 25 participants at each event, pre and post surveys were administered.

Ongoing marketing and underwriting support and information dissemination for our local designated driving programs continues to be a huge success. The two programs that we are partnering with express deep appreciation for our contributions and are tracking their numbers in order to give us a 6month report. This will allow us to evaluate this effort and direct our future marketing and support for these community programs. We have also created an impaired campaign for the winter titled “For the love of snowman everywhere don’t drive impaired”. We created fun newspaper ads and banners as part of this program. On the ads and banners the two designated driving programs’ phone numbers are listed. We have run the ads in Gunnison and Crested Butte newspaper during high traffic week(ends) and are able to hang the banners up at Western State Colorado University (WSCU) campus, Hwy 135 North/South, Hwy 50 East/West, and in the town of Crested Butte. We have also posted ads in the newspapers about all of the alternative forms of transportation and their contact information and education about alcohol and marijuana consumption limits.

GCSAPP’s education specialist, Emily Litwin, has been working to establish leadership roles within our two local youth councils. The Crested Butte Youth Council has established leadership roles and nominated a President, Vice President and Secretary. They have created a process to apply for the opportunity to attend a youth leadership conference, and selections have been made. We were unable to attend the Community Anti-drug Coalitions of America (CADCA) Leadership Forum in February, due to unestablished leadership roles. Gunnison County Substance Abuse Prevention Project’s (GCSAPP and 3 students attended the California Youth Leadership Conference in March, 2015.

Narrative summary and projection for remaining funds.

Gunnison County Substance Abuse Prevention Project (GCSAPP) will hold two more parent-youth educational events. The May event will address “Mental health and youth” and the June event will address “Technology, youth and the law”. These are two topics that were identified as high needs and we anticipate serving an average of 35 participants at each of our events.

Gunnison County Substance Abuse Prevention Project (GCSAPP) is in the process of creating our spring and summer ads for our designated driving awareness campaign and marketing. We will create two banners, one for Gunnison and one for Crested Butte in order to target our spring and summer tourist population as well as our local communities. We will also run ads during graduation weekends and Memorial Day weekend.

We have some in state travel funds left that we would like to spend on sending additional coalition members to the Community Summit – Substance Abuse – The impacts on Children, Youth and Families that will be held May 20-21st in Denver, CO.