AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

Agenda Item: Acknowledgement of County Manager's Signature; Gra

Action Requested: Motion

Parties to the Agreement: Gunnison County - CDPHE

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

Summary:

supplemental grant

Fiscal Impact:

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

Finance Review: (●) Required ( ) Not Required

Comments:
No concerns LN

Reviewed by: GUNCOUNTY1\lNienhueser Discharge Date: 2/16/2018

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

Comments:
ok db 2-16-18

Reveiwed by: GUNCOUNTY1\dBaumgarten Discharge Date: 2/16/2018 Certificate of Insurance Required

Yes ( ) No (●)

County Manager Review:

Comments:

Reveiwed by: GUNCOUNTY1\mbirnie Discharge Date: 2/16/2018

(●) Consent Agenda ( ) Regular Agenda ( ) Worksession Time Allotted: 0

Agenda Date: 2/20/2018

Revised April 2015

Colorado Department of Public Health & Environment

COVER SHEET

Date:	January 16, 2018	**RFA Number:**	9254
Submit Electronic Applications to:	Colorado Department of Public Health & Environment Preventive Services Division Jessica.Neuwirth@state.co.us **Subject: Trusted Adult RFA # Application** Applications must be received electronically. Faxed applications will not be accepted.	**CDPHE Contact:**	Jessica Neuwirth Retail Marijuana Education & Youth Prevention Coordinator Jessica.Neuwirth@state.co.us
RFA Submission Deadline:	February 16, 2018 4:00 p.m. (Mountain Time) Applicants are responsible to ensure timely receipt.		

Trusted Adults & Youth Health Education Program

Per the attached specifications, terms and conditions

***F.E.I.N.:** 84-6000770

DUNS:

Authorized Signature:

Original signature (in ink) acknowledges acceptance of all terms and conditions of the solicitation.

Typed/Printed Name:	Matthew Birnie		
Title:	County Manager		
Company Name:	Gunnison County		
Address:	200 East Virginia Ave		
City:	Gunnison	**State:** CO	**Zip:** 81230
Phone Number:	970-641-0248	**Fax Number:**	
Contact for Clarifications:	Kari Commerford		
Title:	GCSAPP Director		
Phone Number:	970-642-7393	**Fax Number:**	970-641-9079
Email Address:	kcommerford@gunnisoncounty.org		

IMPORTANT: The following information must be on the outside of the Application Packaging or referenced in the subject line if the application may be submitted electronically:

Trusted Adult RFA #9254 Application

Applicants are urged to read the solicitation document thoroughly before submitting an application.
*Applicants are required to submit Federal Employer Identification Number (F.E.I.N.) via a W-9 form prior to contracting with the State of Colorado. F.E.I.N. referenced above must match BIDS registration to be eligible to submit a response and must match the required W-9 for contracting and payment.

THIS PAGE MUST BE COMPLETED, SIGNED (in ink) AND RETURNED WITH RESPONSE

Attachment A: Application Submission Checklist

Completed applications will include the following in the listed order:

- ❒ Attachment A: Cover Sheet
- ❒ Attachment B: Application Checklist
- ❒ Application Narrative
- ❒ Attachment C: SOW Work Plan Table
- ❒ Attachment D: Twelve (12) Month Budget Form and Budget Justification
- ❒ Attachment E: Contact Form
- ❒ Financial Risk Assessment Questionnaire submitted
- ❒ Two (2) Letters of Support from collaborating agencies listed in the SOW Work Plan Table (Attachment C)

Application missing any of the required components will not be reviewed.

Statement of Needs and Opportunities- ***Your community***

a. Gunnison County is a remote frontier county located in south central Colorado, 200 miles from Denver and over 100 miles from any city with a population of over 25,000 people. Offering world class recreation opportunities to visitors and residents alike, Gunnison is nestled in the West Elk Mountains. Despite the opportunities available for pursuing a healthy lifestyle, many of the residents in the county experience higher than average substance use rates with a declining perception of risk, high poverty; median income of $52,332 and 17.7% of persons living in poverty, 2013. (US Census Bureau; CDPHE Health Indicators Data, 2013).

There are two main highways which bring travelers by vehicle into, and through, Gunnison. Highway 50 runs East to West and Highway 135 which only goes North. In 2006, Gunnison County was identified as one of 14 counties in the state at highest risk for substance abuse; this spurred the creation of the Gunnison County Substance Abuse Prevention Project (GCSAPP). Since legalization of retail marijuana in Colorado we have seen an influx of marijuana dispensaries in our small community; 7 dispensaries in Gunnison and 4 in Crested Butte.

% of H.S. Youth - Substance Abuse, Mental Health and Violence Outcomes HKCS 2015				
	National	CO	HSR10	Local
Substance Use - Lifetime Use				
Marijuana	38.6	38.0	34.6	37.9
Substance Use - Past 30 Day Use				
Alcohol	32.8	30.2	29.4	30.8
Marijuana	21.7	21.2	17.5	21.8
Violence				

Missed school 1+ days because felt unsafe past 30 days	5.6	5.5	3.4*	3.4
Mental Health				
Sad/hopeless for 2 weeks past 12 mo.	29.9	29.5	26.3	21.8
Considered suicide past 12 months	17.7	17.4	14.8	14.5

b. GCSAPP's efforts target students, and their parents, currently enrolled in 6th through 12th grades. The efforts also target the community as a whole with emphasis on youth and young adults (9-25). For the purpose of this grant the efforts of the GCSAPP coalition will specifically address Latino/a youth and marijuana use/perception of harm. This initiative will help us address two community goals; to delay youth initiation of marijuana and to improve self-reported behaviors intended to prevent negative outcomes from marijuana. In working to attain these goals GCSAPP will work collaborative with the Gunnison County Multicultural Resources Services (MRS) and Gunnison Valley (GV) Mentors-Partners program.

c. Within the past 5 years the GCSAPP coalition has been working diligently as a community coalition to minimize the impact of the legalization of marijuana including delaying youth initiation of marijuana and increased safe storage of marijuana products. According to our 2017 Drug Free Communities Coalition Snapshot our youth rates of past 30-day marijuana use decreased for middle school youth from 4.3% in 2009 to 0.5% in 2016 and it decreased from 24.9% in high school youth in 2009 to 21.7% in 2016 (HKCS). Additionally, we have worked with community partners to create local marijuana education/messaging and have leveraged statewide CDPHE campaigns. The GCSAPP coalition collaborated with local law enforcement to create marijuana amnesty boxes for safe disposal in order to minimize the impact of tourists consuming marijuana products. Every dispensary in our county promotes and disseminates information about how to keep our community

safe by utilizing these boxes. Additionally, we have held multiple marijuana educational events and have educated 208 parents/community members.

2. Project Design Narrative – *How well you can do the work*

a. In order to disseminate information regarding retail marijuana laws, health effects and safe storage a part-time staff will be hired for the MRS and two parent volunteers in order to assist in translating CDPHE materials as needed and translating community specific messages. Accurate training will be provided to these individuals in order to utilize them as connectors to the Latino/a community and provide educational dinners across the community. We will link the CDPHE website to our community website, however, knowing our community and the amount of Latino/a community members that do not utilize online resources we will provide printed materials, newspaper ads/articles, radio ads, and trusted adult guides created by youth. In order to ensure that our community is receiving information that is culturally and socially sensitive we will utilize our Latino/a community members and youth to assist with creating and disseminating messages. The collaboration between the MRS and GCSAPP has been successful in the past and we know that in 2016 the MRS served 204 unduplicated families (up from 185 in 2015), impacting 590 individuals (328 adults and 262 children).

b. In order to provide our parents, community members, and youth serving organizations opportunities to increase their skills to talk to youth about health decisions we will utilize a systematic approach to increase our capacity as a collation and community. First, 6 youth-serving professionals from GCSAPP and 2 youth will attend two CDPHE trainings, one on retail marijuana health effects and one on Positive Youth Development. Second, these 8 community members will help to provide 4 educational dinners (2 of which will be community-wide) in order to increase awareness and capacity of our community members and parents. Third, Gunnison County youth (2 of whom attended the CDPHE required trainings) will create a "How to Guide" for parents on

being a trusted adult. They youth will help to educate parents and community members through 4 community/parent dinners. At these dinners we will provide the "How to Guide" and CDPHE resources. The GCSAPP coalition has been successful in engaging participants in community/parent education dinners for the past three years; last year we had over 375 parents (unduplicated) attend events.

c. In the past two years the GCSAPP coalition has been operating successfully under the Communities that Care (CTC) framework. CTC allows us to have an evidenced-based approach to our coalition work. This model has helped us in building and strengthening relationships with key partners in our community. The GCSAPP coalition has strong collaborations with our local law enforcement, the MRS, GV Mentors, the RE1-J school district, Gunnison Health and Human Services and Juvenile Services, Western Sate Colorado University, and our faith-based community. All of these organization have been essential in the community work we do and will ensure that our efforts around marijuana will be culturally and socially sensitive and reach our targeted population.

d. We will train 12 community members at CDPHE's one-day workshops on marijuana and Positive Youth Development. Those individuals will assist in presenting 6 educational dinners for parents and youth-serving professionals. We will work with the MRS staff to translate and deliver information and we will work with youth; ensuring that information is culturally and socially sensitive. We will utilize multiple medias in order to deliver information including; spoken word, written articles/ ads, radio ads, and web-based resources with links to CDPHE resources. We will also build upon and strengthen our relationships with key partners, including the retail marijuana industry for information dissemination and safe storage resources.

Capacity/Program Infrastructure- ***Your organization's experience***

a. Two of the strengths of the GCSAPP coalition are using the positive youth development approach and engaging parents/community members in educational events. GCSAPP has 7 youth

under the age of 25 working for us currently. Youth are included in our coalition work and hold the same weight as other community members. Youth are paid for their work and are provided opportunities to attend trainings and conferences. Youth are recognized in events by the City and County for their contributions to GCSAPP and other community organizations. We have also seen an exponential growth in our parent-youth education dinners. In 2014 we had approximately 10-15 attendees at our educational events. Since then we have used more effective strategies in order to understand what the needs of our parents and youth are by utilizing focus groups and surveys. This has helped us create educational events that are more relevant to our community members and the number of participants know average 60-90 per event; 2017 over 375 parents/community members were educated on prevention specific topics. GCSAPP has become a household name in our community and we are often asked to speak to school groups, community groups and city council.

b. In the past two years GCSAPP has been working to meet the needs of all of our community youth by attaining cultural humility, being culturally and socially sensitive in programming, messaging, and disseminating information. With our invaluable collaboration with the MRS staff and the RE1-J school district we have held focus groups to engage Latino/a youth and parents to inform our work and to provide educational dinners that are translated into Spanish. We averaged 35 parents during educational dinners and are seeing an increase in youth participating in prevention programming. MRS acts as a bridge for non-English speakers in the community to access the services available. At the MRS community members are able to access information, education, referrals, resources and assistance for a variety of needs. In 2016, MRS served 204 unduplicated families (up from 185 in 2015), impacting 590 individuals (328 adults and 262 children). The majority of clients who came in in 2016 were women seeking help for themselves or on the behalf of a family member. The majority of women were 36-40 (20%) years old. Most of the families served had no children (39%) whereas other families had between 1 and 7 children

under 18. Of the clients served 90% came from Mexico (49% were Nayari (Cora Indians) and 51% were from various Mexican states). Other clients were from Central and South America, Africa, Asia, Europe, and the Middle East. The majority of families requesting services in the MRS live in the City of Gunnison (69%) while 24% live in Gunnison County and 7% live in other counties, states or countries. Additionally, we will work with the Gunnison Valley (GV) Mentors to increase the knowledge of their Mentors who work directly with youth in order to create a larger network of trusted adults. Overall demographics for all GV Mentors programs are as follows: 44% are of Hispanic/Latino descent, 3% are multi-racial, 52 % are Caucasian, 1% are Asian/ Pacific Islander or Native American or other; 51% are male, 49% are female. GV Mentors also has three youth identifying as transgender, two as female and one as male. We will continue and strengthen these collaborations in order to reach our goals with CDPHE and our coalition.

c. As stated above, GCSAPP has demonstrated success in collaborating with the MRS, the RE1-J School district and GV Mentors in order to engage, partner and solicit feedback from caregivers and youth. This year the MRS collaborated with GCSAPP for our Choice Pass program and increased the number of families who enrolled for the program and expanded our youth perks to help meet the needs of our youth. Through focus groups and working with youth groups (LULAC) we are ensuring our community coalition work is culturally inclusive. This grant will help us strengthen our community collaboration in order to increase our capacity to serve our Latino/a population.

d. See Attachments.

4. Evidence of Collaboration – *Partnering with others*

a. The GCSAPP coalition has identified the Latino/a community members as a priority in addressing retail marijuana use and safe storage. In working to attend these goals GCSAPP will

continue to work collaborative with the Gunnison County MRS which is part of the Department of Health and Human Services, and GV Mentors-Partners program. We are currently lacking in Spanish written materials and have only held one parent education dinner on marijuana in Spanish in 2016 with 32 participants. We will utilize funding from this grant to increase our MSR staff and volunteers. These community members will help educate our Latino/a population about marijuana use and safe storage (written and orally) and will create pre-post surveys to demonstrate a change in knowledge. Additionally, we will work with the GV Mentors to increase the knowledge of their Mentors who work directly with youth in order to create a larger network of trusted adults. GV Mentors served 971 program participants in 2017: 298 youth matched in mentoring relationships, 94 youth in out-of-school time programs, 250 mentors, and 329 parents / guardians. If needed we would be able to provide a Memorandum of Understanding with community partners.

b. In 2015 GCSAPP collaborated with the GV Mentors program to help deliver alternative youth programming and provide community education. Collaboratively we held Friday night high school hangouts for 6 weeks. The program was slow to grow, but at each event there were at least one additional student in attendance. Recently, Gunnison City Council has designated local retail marijuana tax fund dollars to expand the high school "Gunny Hangout" program, which GCSAPP oversees, to collaborate with existing businesses to provide safe spaces for youth. During 2015 the collaboration between GV Mentors and GCSAPP also provided a community educational event on marijuana laws, safety and youth use. There were just under 100 participants at this event; two of which were representatives from our Latino/a community who took the material, translated it into Spanish and delivered it to 45 Latino/a community members. This grant will help us to continue this great work.

5. Project Evaluation/Performance Measures – *How you're measuring the work*

a. In order to evaluate this project we will utilize the Health Kids Colorado Survey, pre-post surveys/evaluations for parent/community educational dinners, and ongoing communication and input from youth, MRS staff and volunteers, and other stakeholders involved in activities. We will have sign-in and pre-post surveys for all community/parent education events and will create evaluation summary reports in order to assess effectiveness of trainings and modify as needed and include in documentation. We will use Travel CB as an information source (and link them to CDPHE resources) and they will provide us with usage rates broken down with demographics of age, sex and tourist/local. We will hold follow-up discussions/focus groups at the end of year 1 in order to evaluate data and guide future programming.

b. GCSAPP has been utilizing the Healthy Kids Colorado Survey (HKCS) track reported 30-day use rates combining tobacco, alcohol, marijuana, and prescription drugs without a prescription and perception of harm since 2009. We will continue to utilize this data source to assess short-term and long-term changes in use rates and perception of harm. Additionally, we will use the information from our pre-post survey results from educational events and produce evaluation summary reports. Using these data sources we will specifically track the following four objectives; increase perceptions of risk of problematic use of retail marijuana by 20% among Spanish-speaking Latino/Hispanic caregivers and youth-serving professionals that participate in trainings; 35% of adults served by the MSR office will report receiving information regarding retail marijuana laws, health effects, safe storage and importance of being a trusted adult, a 3% increase of youth reporting they have adults available to talk to on the Healthy Kids Colorado Survey (2019), and 30% of adults who attend a training, will report knowing what skills are required to be perceived as a positive adult by youth as measured by pre-post surveys at the presentation. Evaluation findings will be shared with CDPHE and framed within the appropriate context with community members and other collaborative organizations via presentations and written summary reports.

Attachment C - Scope of Work (SOW) Work Plan Table

Please Review the instructions in the RFA to complete this document, section III.b.6. You may add more tables as necessary.

Agency name: Gunnison County

Project Name: Gunnison County Substance Abuse Prevention Project (GCSAPP)

Fiscal Year: 2018-2019

Acronyms and Definitions:

1. RMEP: Retail Marijuana Education Program
2. SMART: Specific, Measurable, Achievable, Realistic, and Timely
3. Quarters
   - o Quarter 1 (Q1) - July 1 – September 30
   - o Quarter 2 (Q2) - October 1 –December 31
   - o Quarter 3 (Q3) - January 1 – March 31
   - o Quarter 4 (Q4) - April 1 – June 30

Goal #1: To increase the educational awareness of retail marijuana laws, health effects of retail marijuana use and the importance of safe storage among youth-serving professionals and parents in order to decrease unintended social and health consequences of retail marijuana legalization.				
SMART Objective 1: By no later than March 31st, 2019, youth-serving professionals and parents will be educated using resources developed through CDPHE in order to increase perceptions of risk of problematic use of retail marijuana by 20 % among Spanish-speaking Latino/Hispanic caregivers and youth-serving professionals that participate in trainings.				
Population(s) of focus and setting(s): Limited English Proficiency (LEP) and Spanish-speaking Latino/Hispanic Adults in Gunnison County, Colorado.				
Activity	**Desired Outcome**	**Measurement of deliverable**	**Estimated Timeframe** (Q1, Q2, Q3, Q4)	**Responsible Key Staff/ Agency**
Activity 1.1 Attend CDPHE approved trainings in order to information and resources on retail marijuana laws and health effects.	8 key staff (including 2 youth) are trained in accurate laws and health effects of marijuana and state messaging to change behavior.	Staff attend trainings	Q1	GCSAPP Director
Activity 1.2: GCSAPP will collaborate with the Gunnison County Multicultural Resource Services in order to deliver culturally and	The Gunnison County Multicultural Resource Center will post, interview and hire one half time position to help with translating and	Position will be posted, interviews held and person hired.	Q1	GCSAPP Director, Multicultural

socially sensitive educational workshops (marijuana and youth prevention specific) to help reach our priority population (Latino/a community).	delivering educational events. Two parent volunteers will also be identified to help with educational workshops.	Two parent volunteers will be identified.		Resources Service Specialist.
Activity 1.3: GCSAPP will collaborate with key community partners/organizations to schedule at least 2 educational events to deliver CDPHE messages and materials that are culturally and socially sensitive for our community (2 in Crested Butte and 2 in Gunnison).	At least 2 educational events will be held for 80 youth-serving professionals and 40 parents will be educated on marijuana laws, health effects and the importance of safe storage; 15 of which will be Spanish speaking community members.	Sign-in sheet and pre-post surveys to assess change.	Q1,Q2,Q3, Q4	GCSAPP Director, Multicultural Resources Service Specialist.
Activity 1.4: GCSAPP in collaboration with Multicultural Resource Services and Gunnison Valley Mentors Partners program will provide two education dinners that are culturally and socially sensitive for Spanish-speaking community members.	At least 2 events will be held to educate community members on marijuana laws, health effects and the importance of safe storage.	Sign-in sheet and pre-post surveys to evaluate change.	Q3, Q4	GCSAPP Director, Multicultural Resources Services hired staff.
Activity 1.5: GCSAPP will evaluate pre-post survey results in order to improve outcomes for community presentations.	Improve training and evaluation scores by assessing pre-post surveys and modifying as needed.	Evaluation summary reports and documented changes to trainings.	Q4	GCSAPP Director

Goal #2: To increase the awareness retail of marijuana laws, health effects of retail marijuana use and the importance of safe storage among youth-serving professionals and parents by disseminating CDPHE Marihuana en Colorado information to Latino/a community members.				
SMART Objective 1: By no later than May 30th, 2019, GCSAPP and the Multicultural Resource Services staff will disseminate resources developed through CDPHE across the community through written material, newspaper articles, newspaper ads and radio ads and link community members to Marihuana en Colorado website; 35% of adults served by the Multicultural Resource Service office will reporting receiving information.				
Population(s) of focus and setting(s): Limited English Proficiency (LEP) and Spanish-speaking Latino/Hispanic Adults in Gunnison County, Colorado.				
Activity	**Desired Outcome**	**Measurement of deliverable**	**Estimated Timeframe** (Q1, Q2, Q3, Q4)	**Responsible Key Staff/ Agency**

Activity 1.1: To collaborate with the Gunnison County Multicultural Resource Services to translate community specific and CDPHE created educational information regarding retail marijuana laws, health effects of retail marijuana use and the importance of safe storage.	Marijuana educational materials are translated including; rack cards, newspaper ads, articles and one radio ad (played daily) will be created in Spanish.	Clippings from newspapers and audio clip	Q2,Q3,Q4	GCSAPP Director and Multicultural Resource Services staff.
Activity 1.2: To collaborate with Gunnison County retail marijuana dispensaries, Gunnison Public Health, and Multicultural Resource Services to provide small personal safe boxes to adults to increase safe storage of marijuana products	400 personal safe boxes will be purchased collaboratively with marijuana dispensaries and distributed (with educational resources) across the community by marijuana dispensaries, Gunnison County Public Health and the Multicultural Resource Service Center.	400 boxes are distributed with educational resources about safe storage.	Q3,Q4	GCSAPP Director, Multicultural Resource Service Specialist Public Health Director.
Activity 1.3: To disseminate educational information on retail marijuana laws, health effects of marijuana use, and importance of safe storage and disposal of marijuana products by tourists.	Marijuana educational materials are disseminated across the community to key community locations/organizations; 3000 rack cards, 12 newspaper ads, 6 newspaper articles, and two radio ads (one in English and one in Spanish played daily), and space on Travel CB app. With marijuana educational and prevention information. Youth will create specific youth messages.	Clippings from newspaper and audio clippings, demographic and use tracking information from Travel CB.	Q1,Q2,Q3, Q4	GCSAPP Director, Multicultural Resource Service Specialist, Public Health Director, Gunnison Valley Mentors staff.

Goal #3: To decrease youth marijuana use rates, particularly among Latino/a youth by promoting factual and positive health conversations between trusted adults and young people using evidenced-based prevention strategies.				
SMART Objective 1: By no later than May 15th, 2019, community youth will report a 3% increase of youth reporting they have adults available to talk to on the Health Kids Colorado Survey and 30% of adults will report knowing what skills are required to be perceived as a positive adult by youth as measured by pre-post surveys at the presentations.				
Population(s) of focus and setting(s): Limited English Proficiency (LEP) and Spanish-speaking Latino/Hispanic Adults in Gunnison County, Colorado.				
Activity	**Desired Outcome**	**Measurement of deliverable**	**Estimated Timeframe** (Q1, Q2, Q3, Q4)	**Responsible Key Staff/ Agency**

Activity 1.1: To create educational information on what a trusted adult is and a "How to Guide" for trusted adults.	GCSAPP youth and Gunnison Valley Mentors youth and case manager will create information on what it means to be a trusted adult and a "How to Guide" for trusted adults, based on the CDPHE framework.	"How To Guide" is created.	Q2, Q3	GCSAPP Director, Multicultural Resource Service staff, and Gunnison Valley Mentors Case Manager.
Activity 1.2: To disseminate educational information on what a trusted adult is and the "How to Guide" to adults across the community.	Gunnison Valley Mentors and youth will present at least 4 educational dinners on how to be a trusted adult; at least one presentation will be in Spanish. GCSAPP will assist.	4 events held, sign-in sheet and pre-post surveys.	Q3, Q4	GCSAPP Director, Multicultural Resource Services staff.
Activity 1.3: GCSAPP will evaluate pre-post survey results in order to improve outcomes for community presentations.	Improve training and evaluation scores by assessing pre-post surveys and modifying as needed.	Evaluation summary reports and documented changes to trainings.	Q4	GCSAPP Director

COLORADO
Department of Public Health & Environment

PREVENTION SERVICES DIVISION- 12 MONTH BUDGET WITH JUSTIFICATION FORM
RFA _____

Contractor Name	Gunnison County
Budget Period	July 1st, 2018-June 30th, 2019
Project Name	GCSAPP

Program Contact Name, Title, Phone and Email	Matthew Birnie County Manager 970-641-XXXX mbirnie@gunnisoncounty.org
Fiscal Contact Name, Title, Phone and Email	Jody Wise, Accountant, 970-641-7679 jwise@gunnisoncounty.org

Expenditure Categories

Personal Services
Salaried Employees

List all salaried personnel to perform work for the project. Include proposed salaries, time and effort percentage (full time equivalent or FTE), and fringe benefits. In the justification, include the role and expected contribution of budgeted personnel. A description of how fringe benefits are projected and what components are included in the calculation (insurance, paid time off, etc.) must be included.

Position Title	Description of Work	Budget Item Supports SOW (Yes/No)	Gross or Annual Salary	Fringe	Percent of Time on Project	Total Amount Requested from CDPHE
					D	#VALUE!
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00

Personal Services
Hourly Employees

List all hourly personnel to perform work for the project. Include proposed salaries, time and effort percentage (full time equivalent or FTE), and fringe benefits. In the justification, include the role and expected contribution of budgeted personnel. A description of how fringe benefits are projected and what components are included in the calculation (insurance, paid time off, etc.) must be included.

Position Title	Description of Work	Budget Item Supports SOW (Yes/No)	Hourly Wage	Hourly Fringe	Total # of Hours on Project	Total Amount Requested from CDPHE
GCSAPP Director	Oversees all aspect of the project.	yes	$28.00	$5.00	260	$8,580.00
Multicultural Resource Service Translator/Educator	Attends trainings, translates materials, delivers presenations in Spanish, collaborates with GCSAPP and Gunnison Valley Mentors program on engaging Latino/a families, informs and helps ensure the GCSAPP coalition is providing culturally and socially sensitve information and messaging.	yes	$19.44	$4.50	1040	$24,897.60
						$0.00
						$0.00
						$0.00

PREVENTION SERVICES DIVISION- 12 MONTH BUDGET WITH JUSTIFICATION FORM
RFA _____

Contractor Name	Gunnison County
Budget Period	July 1st, 2018-June 30th, 2019
Project Name	GCSAPP

Program Contact Name, Title, Phone and Email	Matthew Birnie County Manager 970-641-XXXX mbirnie@gunnisoncounty.org
Fiscal Contact Name, Title, Phone and Email	Jody Wise, Accountant, 970-641-7679 jwise@gunnisoncounty.org

						$0.00
						$0.00
						$0.00
						$0.00
					Total Personal Services (including fringe benefits)	**$33,540.00**

Supplies & Operating Expenses

Include list of all allowable operating expenses. The justification should describe the rationale, necessity and reasonableness of the operation costs budgeted. If rent is claimed as direct cost, provide a narrative justification which describes the prescribed policy including the effective date of the policy.

Item	Description of Item	Budget Item Supports SOW (Yes/No)	Rate	Quantity	Total Amount Requested from CDPHE
Printed materials for culturally and socially sensitive translated information	3000 rack cards printed x .65	yes	$0.65	3000	$1,950.00
Newspaper ads - retail marijuana laws, health and safe storage information English/Spanish	12 ads x $175 x 3 newspapers	yes	$525.00	12	$6,300.00
Radios ads - retail marijuana laws, health and safe storage - English/Spanish	$150 month per ad x 2 = $300 x 12 months	yes	$300.00	12	$3,600.00
CB Toursim Ap ad - retail mairjuana laws, health and safe storage/disposal	$200 mo. X 12	yes	$200.00	12	$2,400.00
4 educational events to deliver CDPHE marijuana messages and materials that are culturally and socially sensitive for our community (2 in Crested Butte and 2 in Gunnison).	food for 40people x $9pp = $360; $100 materials $15 grocery store card as incentive x40= $1,060	yes	$1,060.00	4	$4,240.00
4 educational dinners on how to be a trusted adult	food for 40people x $9pp = $360; $100 materials $15 grocery store card as incentives= $1060	yes	$1,060.00	4	$4,240.00
Personal safe boxes for safe storage of marijuana products	75 % of cost for 400 marijuana boxes at $20 per box ($15)	yes	$15.00	400	$6,000.00

PREVENTION SERVICES DIVISION- 12 MONTH BUDGET WITH JUSTIFICATION FORM
RFA _____

Contractor Name	Gunnison County
Budget Period	July 1st, 2018-June 30th, 2019
Project Name	GCSAPP

Program Contact Name, Title, Phone and Email	Matthew Birnie County Manager 970-641-XXXX mbirnie@gunnisoncounty.org
Fiscal Contact Name, Title, Phone and Email	Jody Wise, Accountant, 970-641-7679 jwise@gunnisoncounty.org

How to Guides for trusted adults	1500 guides x $4.00	yes	$4.00	1500	$6,000.00
2 events will be held to educate community members on marijuana laws, health effects and the importance of safe storage.	food for 60 people x $9 = $540; $100 materials = $640	yes	$640.00	2	$1,280.00
				Total Supplies & Operating Expenses	**$36,010.00**

PREVENTION SERVICES DIVISION- 12 MONTH BUDGET WITH JUSTIFICATION FORM
RFA _____

Contractor Name	Gunnison County
Budget Period	July 1st, 2018-June 30th, 2019
Project Name	GCSAPP

Program Contact Name, Title, Phone and Email	Matthew Birnie County Manager 970-641-XXXX mbirnie@gunnisoncounty.org
Fiscal Contact Name, Title, Phone and Email	Jody Wise, Accountant, 970-641-7679 jwise@gunnisoncounty.org

Travel

Include all travel and indicate whether in-state or out-of-state. Include costs for attendance of any mandatory meetings. Include appropriate per diem, mileage or airfare rates or include link to current approved rates.

Item	Description of Item	Budget Item Supports SOW (Yes/No)	Rate	Quantity	Total Amount Requested from CDPHE
Travel to one-day in-person CDPHE training - marijuana education	6 youth-serving community and 2 youth (8) - instate travel .545 mi. X 500 (2 vehicles so x 2)	yes	$0.55	1000	$545.00
	per diem $62 x 8	yes	$62.00	8	$496.00
	hotel @ $145/n x 12	yes	$140.00	8	$1,120.00
Travel to one-day in-person CDPHE training - positive youth development	6 youth-serving community and 2 youth (8) - instate travel .545mi. X 500 (2 vehicles so x2)	yes	$0.55	1000	$545.00
	per diem $62 x 8	yes	$62.00	8	$496.00
	hotel @ $145/n x 8	yes	$140.00	8	$1,120.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
				Total Travel	**$4,322.00**

Contractual

Include all subcontracts planned to complete the proposed work. This includes, but not limited to, consulting and personal services subcontracts. Restrictions outline in the budget guidelines, including cost reimbursement terms, shall also apply to subcontracts. No subcontractor may be pre-paid for services. Describe how the subcontractor will be selected, the work to be performed, how the costs were calculated and expected deliverables.

Subcontractor Name	Description of Item	Budget Item Supports SOW (Yes/No)	Rate	Quantity	Total Amount Requested from CDPHE
2 parent volunteers for Multicultural Resource Services	2 parent volunteers to serve the Multicultural Resources Services working 4 hours a week @ $12.50/hr. ($200 month)	yes	$400.00	12	$4,800.00
Gunnison Valley Mentors Case Managemer	5 hours a week to work on recruit mentors to attend training, recruit mentees and plan and implement Trusted Adult Guide creation and presentations.	yes	$22.00	260	$5,720.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00

PREVENTION SERVICES DIVISION- 12 MONTH BUDGET WITH JUSTIFICATION FORM
RFA _____

Contractor Name	Gunnison County
Budget Period	July 1st, 2018-June 30th, 2019
Project Name	GCSAPP

Program Contact Name, Title, Phone and Email	Matthew Birnie County Manager 970-641-XXXX mbirnie@gunnisoncounty.org
Fiscal Contact Name, Title, Phone and Email	Jody Wise, Accountant, 970-641-7679 jwise@gunnisoncounty.org

					$0.00
				Total Contractual	**$10,520.00**
				SUB-TOTAL BEFORE INDIRECT	**$84,392.00**

PREVENTION SERVICES DIVISION- 12 MONTH BUDGET WITH JUSTIFICATION FORM
RFA _____

Contractor Name	Gunnison County
Budget Period	July 1st, 2018-June 30th, 2019
Project Name	GCSAPP

Program Contact Name, Title, Phone and Email	Matthew Birnie County Manager 970-641-XXXX mbirnie@gunnisoncounty.org
Fiscal Contact Name, Title, Phone and Email	Jody Wise, Accountant, 970-641-7679 jwise@gunnisoncounty.org

Indirect Please see Indirect Rate description in the Budget Reqirements Section of the RFA. No budget justification is required for the indirect rates.		
Item	**Description of Item**	**Total Amount Requested from CDPHE**
Federally-negotiated indirect cost rate	Adminstrative cost 5%	$4,220.00
CDPHE-approved indirect cost rate		
De minimis indirect cost rate		
	Total Indirect	**$4,220.00**
	TOTAL	**$88,612**

Contact Information

COLORADO
Department of Public Health & Environment

Institution/Organization

Name	Gunnison County
Legal Address	200 East Virginia Ave.
Performance Site Address (if different)	
Phone	970-642-7396
Email	
EIN	84-60000770

Contract Administrator

Name	Matthew Birnie
Physical Address	
Mailing Address	200 East Virginia
Phone	970-641-7601
Email	mbirnie@gunnisoncounty.org

Program Contact/Principal Investigator

Name	Kari Commerford
Mailing Address	200 East Virginia
Phone	970-642-7393
Email	kcommerford@gunnisoncounty.org

Financial Contact

Name	Jody Wise
Mailing Address	200 East Virginia Ave.
Phone	970-641-7679
Email	jwise@gunnisoncounty.org

Name of Signature Authority (Signature not needed on this form)

Name	Matthew Birnie
Title	County Manager
Mailing Address	200 East Virginia Ave.
Phone	970-641- 7601
Email	mbirnie@gunnisoncounty.org

February 5, 2018

To: Kari Commerford, GCSAPP Director
From: Tina McGuinness, Gunnison Valley Mentors ED
RE: Letter of Support: CDPHE RFA for Trusted Adults & Youth Health Education

Dear CDPHE Grant Selection Committee;

The Gunnison County Substance Abuse Prevention Project (GCSAPP) and Gunnison Valley Mentors have worked cooperatively over many years in designing, implementing and measuring a variety of prevention-based services to the citizens of Gunnison County. It is my pleasure to write a letter of support for GCSAPP to receive funding from the Trusted Adults & Youth Health Education Program.

GCSAPP works diligently to increase knowledge about retail use of marijuana, to increase perception of risk of use among our youth population, to decrease intent to use and to decrease actual use rates. GCSAPP leaders, under the direction of Director, Kari Commerford, continuously demonstrate positive results towards these goals through creative and impactful youth programs, parent workshops, social marketing campaigns and educational materials. GCSAPP is a trusted, respected and proven steward of prevention programming in our county across a continuum of community populations.

While Kari and GCSAPP, alongside their prevention partners, have made great strides in addressing our local marijuana issues, efforts must be allowed to broaden. Our awesome and deserving youth crave intelligent, responsible, consistent messaging about marijuana. GCSAPP guides and delivers these messages so that community partners can build upon shared knowledge to create healthy attitudes regarding substance use over a lifetime. Within our own mentoring program, on a daily basis, we see how trusted adults, our mentors, rely on GCSAPP to help them talk to their mentees about difficult subjects like marijuana.

Thank you for providing prevention leaders with this important opportunity.

Sincerely,

Tina McGuinness

Tina McGuinness

Gunnison Valley Mentors, 101 N 8th St, Gunnison, CO 81230 www.gunnisonmentors.com *970-641-5513*

HEALTH AND HUMAN SERVICES DEPARTMENT
Human Services Phone: (970) 641-3244 Fax: (970) 641-3738
Public Health Phone: (970) 641-0209 Fax: (970) 641-8346
225 N Pine St, Gunnison, CO 81230
Website: www.GunnisonCounty.org/149/Health-Human-Services

2-2-18

To Whom It May Concern:

I would like to offer my support for GCSAPP's Request for Applications for the Trusted Adults & Youth Health Education Program. Our community needs local funding to outreach to youth-serving professionals and parents, specifically our Spanish-speaking parents and caregivers to help prevent youth marijuana use.

My agency, the Multicultural Resource Services (MRS), is part of the Gunnison County Department of Health and Human Services. We act as a single entry point for non-English Speakers in the community to get information, education, referrals and any type of assistance that is culturally and linguistically appropriate to facilitate a smooth transition into our County.

Over 95% of the population served by the MRS is from Spanish speaking countries and over the years, GCSAPP and the MRS have collaborated to work for the wellbeing of our community. The MRS coordinator and its volunteers have a close relationship with the Latina/o families, which also include LGBTQ students.

Funding from this grant will allow us to work together more collaboratively to increase parent participation in GCSAPP's prevention efforts to delay youth initiation of marijuana. Parent participation and understanding are essential to help decrease youth access and intention to use of marijuana among Latina/o youth. It is also essential to have parent understanding of marijuana issues to decrease access by youth ad exposure to second hand smoke exposure.

The MRS will provide assistance with the aspects of this grant that are pertinent to the families it serves.

Please do not hesitate to contact me at 970-641-7999 if you have further questions.

Sincerely,

Ellen K. Pedersen
Health Educator
Multicultural Resources Services
Mailing address: 225 N. Pine St. # B
Gunnison, CO 81230
ph (970) 641-7999
fx (970) 642-4687 (our temporary fax number)