

Partners for a Drug Free Cass County Grant Guidelines 2024-25

Dear Grant Applicant:

Attached is an application for the 2024-25 (April 2024-March 2025) Grant cycle from the Partners for a Drug Free Cass County. Funds for services and programs are to address problems related to substance abuse in Cass County as outlined in our Comprehensive Community Plan and approved by the Governor's Commission for a Drug Free Indiana. The following information is to be used in preparation of a grant application.

Eligibility. Applications can be submitted by any member in good standing, per bylaws. If you are in question regarding your eligibility, please contact the Coordinator.

Grant Submission Deadline. Mini-grant requests to be considered must be received by the Coordinator, via hard copy, email, or mail, **no later than 3:00pm on March 1, 2024. The group will discuss and make decisions for funding at the March 11th meeting.**

Funding Request. Funding may be requested each year as long as the request fits the guidelines stated in the by-laws and the Comprehensive Community Plan. Funds will be distributed by check from the County Auditor's office to the organization once approved.

Grant Program. Proposals for grants must address at least one of the following Problem Statements:

1. Cass County continues to have a problem with use, misuse, and abuse of alcohol.
2. Cass County continues to have a problem with use of marijuana.
3. Cass County has had a steady rise with opioid misuse and abuse.

In addition, each program is to be focused on one of the following strategies:

Prevention/Education—programs aimed at preventing alcohol abuse and other drug use in groups of people who are not currently using alcohol and/or other drugs.

Intervention/Treatment—programs focusing on methods of intervention and/or treatment in groups of people using or abusing alcohol and/or other drugs or at a significant known risk to use.

Law Enforcement/Justice—programs addressing methods to increase efforts in law enforcement and/or criminal justice aimed at reducing alcohol and other drugs.

SMART GOALS. For each problem statement, the LCC must come up with a list of what can be done. Then, develop goal statements that demonstrate what change you hope to achieve and by when you hope to achieve it. The LCC must identify 2 goals per Problem Statement to follow ICJI requirements. Each grant submitted must identify the SMART Goals they are addressing. **Failure to do so could cause the grant to be denied.**

Problem Statement #1	
Goal 1	Support programming with a focus on risks of ATOD use/abuse in order to lower the monthly use, as reported on the INYS.
Goal 2	Provide educational presence, distribution of resources, and continue community surveys throughout our community. Participate in at least 2 events per year.
Problem Statement #2	
Goal 1	To increase awareness of risk to both juvenile and adult population in the next three years as indicated by annual community surveys conducted by the LCC and partners.
Goal 2	Provide educational presence, distribution of resources, and continue community surveys throughout our community, by participating in at least 2 events per year. Partner with and support youth and family programs/initiatives that prevent use/misuse of substances.
Problem Statement #3	
Goal 1	Collect and track data for Cass County as it becomes more available. Request data and adjust goals as needed. Work closely with partners on programs/initiatives in the community.
Goal 2	Participate/ be available for school programs/clubs such as S.A.D.D. groups in local high schools and participate in school programming for elementary school. Increase or maintain school participation each year.

Supportive Data. Each program is to indicate why this is a need using statistical data. Use current, concrete numbers (statistics) to indicate the need, preferably 2022 or 2023 data.

Expected Outcomes. Each program is to indicate what is the expected change or outcome as a result of the program. A helpful question in determining the outcomes is this: **What do you expect to happen as a result of this effort?**

Measurement Methods. How will you measure the expected outcomes? How will you know if this program is successful? Surveys (pre and post), public records such as OWIs, arrest records, observations, etc., are samples of how outcomes can be measured.

Reporting. Each grantee is required to attend six meetings and report out updates as the year proceeds. It is a requirement for the LCC to submit quarterly reports. Should the coordinator request information to include in the report please respond in a timely manner. There are no written reporting requirements at this time. The group could decide, with a vote, to require written reports at a later date if they wish to. Future funding requests will not be considered if you fail to keep the group and coordinator updated on progress with the grant.

Attendance Requirement. **Attendance requirement, for grantees, by myself or designee, of a minimum of 6 meetings and participation in 2 hours at a projects/event in order to be eligible for future funding. Also, to report any needed information for quarterly reports to coordinator.**

Grant Approval. Each grant request will be discussed and approved or denied by the entire LCC. The coordinator will communicate the decision to the prospective grantee.