

REQUEST FOR PROPOSALS (RFP)

Region 1 Lead Prevention Organization (LPO) FY24 Subgrants for Substance Misuse Prevention: *VT Department of Health Barre Health District*

ISSUE DATE	October 23, 2023
QUESTION & ANSWER SESSION	October 27, 11:00am – 1:00pm Office hours available with Sultana Khan for anyone with questions regarding the Barre Health District RFP. Please email sultana@mosaic-vt.org to set up a 15-minute appointment during this time block.
RFP RESPONSE DUE	November 17, 2023, by 5:00 PM
FUNDING PERIOD	January – June 2024
FUNDING CONTACT	Megan Bridges megan@unitedwaynwvt.org

1. INTRODUCTION

Vermont Department of Health (VDH) Division of Substance Use Programs (DSU) has awarded a grant to United Way of Northwest Vermont (United Way) to serve as the Lead Prevention Organization (LPO) for DSU’s Region 1, covering Burlington, St. Albans, and Barre Health Districts (Chittenden, Franklin, Grand Isle, and Washington Counties). As the Lead Prevention Organization, United Way serves as a fiscal agent for the state prevention funds and, working with an advisory structure, allocates community subgrants in the region based on regional priorities and in a manner that ensures prevention coverage across the region.

This request for proposals is for prevention work to be completed during the 6-month period of January – June 2024, serving the Barre Health District (Washington County). Starting in July 2024, state funds will be sub granted on an annual basis in alignment with the State of Vermont’s fiscal year of July – June.

2. FUNDING SCOPE & PRIORITIES

State funds offered through these subgrants are for the purpose of advancing substance misuse prevention, across all ages and substances, by:

- preventing the onset of substance misuse,
- delaying initiation of substance use,
- promoting healthy lifestyles, and
- optimizing wellbeing among individuals, families, and communities across the lifespan.

Funding will be allocated through a portfolio of subgrants that collectively will:

- sustain existing substance misuse prevention efforts,
- build additional prevention capacity, and
- fill gap areas to ensure statewide prevention coverage.

The Barre Health District supports a collaborative effort to build a more holistic prevention model for continued work in our region. This requires us to not only provide priorities but also a few Guiding Principles in understanding how the Barre District Funding Committee has interpreted data, listened to community feedback, and worked to make this application an opportunity for innovation. Please consider these Guiding Principles while crafting your application.

- Guiding Principle 1: Applicants will consider how their activities support efforts to build a community where hope is a present and integrated value in programming and prevention.
- Guiding Principle 2: Applicants will consider how their activities support a community where information and resource sharing are prioritized and encouraged.
- Guiding Principle 3: Applicants will consider how their activities will support a community where non-traditional partnerships and innovation are prioritized and encouraged.
- Guiding Principle 4: Applicants will consider how their activities support efforts to build a community where LGBTQ+ students and students of color feel valued and supported, and a sense of belonging is cultivated at every level of the prevention model.

Within the scope defined by the state funds, the priorities listed below have been identified by stakeholders within Barre Health District.

Priority: Programming that supports a holistic prevention model that builds an engaged community with intentional, sustainable programming related to well-being, resilience, and social connection for all ages (e.g., mattering, trusted adult relationships, skilled mentorship, community learning opportunities, etc.), with a special focus on intergenerational programming.

Priority: Programming that supports a holistic prevention model that builds a community where youth are delaying the use of or not using substances including cannabis, EVP, and alcohol.

Priority: Programming that supports a holistic prevention model that builds an equitable community where young people have alternative access to “third spaces,” programs, and relationships that support health and well-being.

Priority: Programming that supports a holistic prevention model that builds a community that skillfully and intentionally addresses high rates of adult substance use that might lead to individual or communal risks and harms (e.g., driving after using cannabis or alcohol, supporting non-punitive smoke free policies for tobacco and cannabis, etc.).

3. ELIGIBLE APPLICANTS

- Nonprofit organizations serving people or communities in the Barre Health District (Washington County).
- Collaborative proposals are welcome, but one organization must submit as the lead applicant. Individual people are not eligible to apply.
- Organizations addressing prevention at any point(s) across the spectrum of prevention, including preventing the onset of substance misuse, delay initiation of use, promote healthy lifestyles and optimize wellbeing among individuals, families, and communities across the lifespan.

4. OPPORTUNITY & TIMELINE

These funds are intended to support existing prevention strategies and the efforts of organizations that have established roles in the field of prevention as well as “new” or “non-traditional” partners who may not have received prevention funding but are doing work that advances substance misuse prevention.

Total Funding Available: Region 1 Barre Health District \$104,160

Timeline:

Application Due Date November 17, 2023

Notification of Awards December 8, 2023

Funding Period January – June 2024

All projects must be completed, and all funds expended, by June 30, 2024.

Funds will be distributed in two installments: January 1, 2024, and April 1, 2024.

Note: These grants are for 6 months, due to timing of the state grant and initiation of the regional allocations process through the United Way as the region’s Lead Prevention Organization. In recognition of the dynamic nature of the work and the importance of ensuring successful outcomes, United Way acknowledges the possibility of extending funding for a period of up to one year (July 2024 – June 2025), subject to the following conditions and criteria:

- Meeting grant requirements
- Continued availability of funds from the Vermont Department of Health.

5. FUNDING REQUIREMENTS

Activities supported by state funds must:

- be based on evidence-based/evidence-informed and/or promising practices,
- address one or more levels of the [Vermont Prevention Model](#), and
- be grounded the [Strategic Prevention Framework \(SPF\) process and model](#), reflecting assessment of local needs based on data, establishing capacity and readiness, and planning to address those needs.
- reduce Risk Factors and/or increase Protective Factors related to substance misuse.

Applicants must be able to fulfill subgrant reporting requirements, which will include, at a minimum: description of specific activities supported by the funds; description and number of people served including town of residence, and successes and challenges.

Required Trainings for All Grantees:

- Subgrantee Kick-Off Meeting (date TBD)
- Prevention 101 Training (will be provided by in early 2024, dates TBD)

6. APPLICATION INSTRUCTIONS

Completed applications must be submitted in the [FOUNDANT GRANT PORTAL](#) by no later than 5:00pm on November 17, 2023.

If you do not already have an account in United Way's portal, click this link to [CREATE NEW ACCOUNT](#). Once you have created the user account, click on APPLY in blue bar at the top of the page.

Contact Megan (megan@unitedwaynwvt.org) for assistance with grant portal access and technical assistance.

The funding application requires the following elements:

- **NARRATIVE**, including:
 - description of proposed work including timeline of activities,
 - priority(s) to be addressed,
 - how the work will address risk and protective factors for substance misuse,
 - brief description of population to be served and any defining characteristics of this population,
 - how the work is evidence-based, a promising practice, and/or innovative in its approach
- **BUDGET**: Upload a copy of your project budget in the grant portal, using the template provided at <https://preventionnetworknwvt.org/>
 - Budgets may include up to 10% indirect costs.
 - Provide a budget justification narrative if you think that would be helpful.
- **LOGIC MODEL**: Upload a copy in the grant portal which outlines inputs, activities, outputs, and outcomes. An optional template is available at <https://preventionnetworknwvt.org/>