



# THE RAPIDES FOUNDATION

## Healthy Behaviors Initiative

### Substance & Alcohol Abuse Prevention Program Grant

**Full Proposal Submission Deadline:  
Thursday, April 9, 2020; 5:00 p.m. CT**

#### I. Introduction

The mission of The Rapides Foundation is to improve the health status of Central Louisiana. The Rapides Foundation focuses its work in three strategic areas:

- Healthy People, to improve access to healthcare and promote healthy behaviors;
- Education, to increase the level of educational attainment and achievement as the primary path to improved economic, social and health status; and
- Healthy Communities, to improve economic opportunity and family income, and enhance civic and community opportunities for more effective leaders and organizations.

Through this Request for Proposals (RFP), The Rapides Foundation seeks to prevent substance and alcohol abuse by funding communities committed to implementing strategic action and research-based prevention programs across the nine parishes we serve (Allen, Avoyelles, Catahoula, Grant, LaSalle, Natchitoches, Rapides, Vernon, Winn).

The goal is to support nonprofit organizations and government entities to develop, implement, and enhance new prevention projects or strengthen existing protective factors and reverse or reduce modifiable risk factors associated with substance and alcohol abuse. Ensuring opportunities for residents to make healthy choices is a key component of all community and neighborhood initiatives. The Foundation welcomes and encourages partners and organizations to come together to influence health.

This is a two-part application process. An approved Letter of Intent is required to submit a Full Proposal.

#### II. Background

Substance and alcohol abuse and its related problems are among society's most pervasive health and social concerns. Each year, in the United States, nearly 88,000 deaths are related to alcohol consumption making alcohol the third leading cause of preventable deaths. Alcohol consumption can lead to alcohol dependence and abuse, contribute to a number of diseases and mental and behavioral disorders, and may lead to increased risk of health problems such as injuries, violence, liver disease and cancer. In addition, drinkers and their families are subject to social harm, such as family disruption, problems in the workplace (including unemployment), criminal convictions, and financial problems.

In Central Louisiana 25.4% of adults are chronic drinkers (average two or more drinks of alcohol per day) and 22.1% are binge drinkers (five or more drinks on a single occasion for men and four for women). According to The Rapides Foundation's 2017 Youth Risk Behavior Survey, 65.3% of high school students in the service area tried alcohol and 38% drank one or more drinks in the 30 days preceding the survey. Alcohol remains the drug of choice among America's adolescents, with rates of current (i.e., past 30-day) use more than double those of cigarette smoking and rates of annual use far exceeding the use of marijuana and other illicit drugs. Because drinking is so pervasive in this group, underage alcohol use

proves even more difficult to prevent than other drug use. One of the most effective ways to lessen the costs associated with alcohol abuse and alcoholism is to prevent people from starting abusive drinking patterns, including underage drinking. Because people drink for different reasons and under a wide variety of circumstances, prevention efforts must address an array of problems associated with that range of drinking experience. Providing young people with tools they can use, such as ways they can say no to drinking, and changing their family or community dynamics can help prevent or at least delay alcohol use.

Illicit use of drugs, such as heroin, marijuana, cocaine, methamphetamines and opioids is associated with serious consequences including injury, illness, disability, and death as well as crime, domestic violence and lost workplace productivity. More than 72,000 Americans died from drug overdoses in 2017, including illicit drugs and prescription opioids – a two-fold increase in a decade. Although the rates are lower than the U.S. and Louisiana, Central Louisiana has also seen a statistically significant increase in drug-related deaths. Current rates are 11.7 per 100,000 versus 16.9 in Louisiana and 14.3 in the U.S. In Central Louisiana, 3.2% of The Rapides Foundation service area adults acknowledge using an illicit drug in the past month. Among Cenla high school students, there has been an increase in lifetime use of drugs for marijuana, methamphetamines, steroids, heroin, and injectable drugs. Usage ranges from as high as 30.4% for marijuana to as low as 6.9% for any injected illegal drug use.

### **III. Purpose for Request for Proposals (RFP)**

This Substance & Alcohol Abuse Prevention Program Grant funding opportunity is to support implementation of evidence-based, community-driven solutions for preventing substance and alcohol abuse. Systems of prevention services work better than isolated efforts meaning the best prevention results come from partnerships; therefore, The Rapides Foundation encourages communities to work together across agencies, departments, and sectors for planning and implementing interventions and for gaining support from the populations most impacted by them.

For example, enforcing the legal age required to purchase alcohol products while providing positive activities for youth can both be reinforced by school-based drug education while life skills training with mentoring and activities increasing parent involvement can be more effective for youth at high risk for using alcohol and other drugs than life skills training alone.

### **IV. Eligibility Requirements**

The primary applicant (grant fiscal agent) must meet all of the following requirements:

- Classified as a Section 501(c)(3) tax-exempt organization under the Internal Revenue Code or a government entity.
- Cannot be a private foundation under Section 509(a).
- Must be an organization within The Rapides Foundation Service Area or seeking funding support for projects restricted to use within the Foundation's nine parishes.

### **V. Funding Guidelines and Grant Terms**

Up to \$100,000 per year for up to a three-year period is available for prevention activities. The Foundation will consider only one application per organization or agency per grant cycle. Grant funding must align with project needs and may be used to support staff time, assessment activities, meeting expenses, educational activities, advocacy, project-related supplies and equipment, communications, and consulting support. Applicants are encouraged, but not required, to secure matching funds and/or in-kind support.

Grant funds may not be used for:

- Lobbying or political programs or events.
- Activities, projects, or programs exclusively benefitting members of sectarian or religious organizations.
- Biomedical, clinical or educational research.
- Direct support to individuals or endowments.
- Funding that supplants existing sources of support.
- Individuals, including patient assistance funds.
- Social events or similar fundraising efforts or telethons.
- Projects outside of the Foundation’s service area.
- Direct funding for medical or social services already funded through existing third-party reimbursement sources.
- Operating expenses not used for significantly expanding the services of ongoing organizations.
- Vans or other vehicles.
- Building purchase or renovation not explicitly linked to enhanced programmatic implementation or development.

These funding opportunities are limited and offered on a competitive basis; therefore, it is possible not all applicants will receive funding. We reserve the right to award less than the amount requested.

## VI. Timeline for Submission

This Letter of Intent/Request for Proposal opportunity will be available for multiple funding cycles. Applicants whose proposals are not funded may submit a revised application for consideration in a subsequent cycle.

### Program Grant Cycle

Letter of Intent due	August 6, 2019	December 19, 2019
LOI Notification of Selection	September 25, 2019	February 14, 2020
Proposals due	December 19, 2019	April 9, 2020
Notification of Selection	March 2, 2020	June 1, 2020
Grant Start Date	April 1, 2020	July 1, 2020

### Pre-submission Consultation

Prospective applicants are encouraged to schedule a call or a meeting with the Healthy Behaviors Initiative Program Officer to discuss alignment and feasibility of their Letter of Intent or proposal before submission. Contact Trayce Snow, Senior Program Officer, at [trayce@rapidesfoundation.org](mailto:trayce@rapidesfoundation.org) or 318.443.3394 to request a meeting. Please schedule the meeting at least two weeks before the proposal is due.

### Letter of Intent/Proposal Deadline

Letters of Intent and proposals are accepted using the Foundation’s online application process only. The application is located on the Foundation’s website at [www.rapidesfoundation.org](http://www.rapidesfoundation.org) under the “Grants” tab. Online deadline submission is no later than 5:00 p.m., on the dates listed above. In fairness to all applicants, late or incomplete submissions will not be considered. *Please note, the letter of intent and/or grant proposal must be fully submitted by the deadline, therefore, you must begin uploading documents*

*prior to 5:00 p.m. on the day of the deadline. We suggest you allow a minimum of three hours for the upload process.*

## VII. Letter of Intent Requirements

All potential proposal applicants are required to submit a Letter of Intent, in 11-point Calibri font with 1.5 line spacing and page numbers in the bottom right corner. Limit seven pages.

1. **Cover page – completed online, a separate sheet is not required and is not included in page count**
  - a. Applicant organization information (name, address, phone number, email, etc.).
  - b. Name, title, phone number and email address of the proposed project coordinator or key contact person from the applicant organization.
  - c. Project title.
  - d. Requested funding amount.
  - e. Intended project period starting no sooner than the dates listed above.
  - f. Brief program description.
2. **Community context (up to 2 pages)** – provide a brief overview of the community (e.g., municipality, parish, or region) that is the focus of your proposed efforts, including:
  - a. Why, who, or what prompted your interest in applying for this funding opportunity.
  - b. Size of the population and other key demographics.
  - c. Community assets related to preventing substance and alcohol abuse.
  - d. The extent of substance and alcohol abuse issues and community challenges related to preventing them.
3. **Desired results** – identify desired results by describing what your project is expected to achieve in the short and long term. Indicate how you will know if you are successful.
4. **Strategies** – list the strategies your project will use and provide support they helped communities like yours achieve similar results your project is seeking.
5. **Description of sustainability** – financially and organizationally, after the grant term ends.
6. **Simple budget justification** – describing how you intend to use the grant funds (not included in the page count).
7. A copy of applicant organization’s **501(c)(3) designation letter** from the IRS (not included in page count).
8. A copy of applicant organization’s most recent **IRS 990** (nonprofit tax return) or most recent audit if governmental agency (not included in page count).
9. A listing of applicant organization’s **board members** (not included in page count).

Announcements of Letters of Intent accepted by the Foundation’s Board of Trustees will be September 25, 2019 and February 14, 2020. Those applicants will be invited to submit a full proposal according to the submission deadlines in the table above. Full proposals are accepted through our online application process only.

## VIII. Full Proposal Requirements

1. ALL applicants must submit the following information in 11-point Calibri font with 1.5 line spacing, page numbers in the bottom right corner, and using templates provided (when referenced). **Cover page – completed online; not included in page count**
  - a. Applicant organization information (name, address, phone number, email, etc.).
  - b. Name, title, phone number and email address of the proposed project coordinator or key contact person from the applicant organization.
  - c. Project title.

- d. Requested funding amount.
  - e. Proposed project period starting no sooner than the dates listed above.
  - f. Brief program description.
- 2. Community context (up to 2 pages)** – provide a brief overview of the community (e.g., municipality, parish, or region) that is the focus of your proposed efforts, including:
- a. Why, who, or what prompted your interest in applying for this funding opportunity.
  - b. Size of the population and other key demographics.
  - c. Community assets related to preventing substance and alcohol abuse.
  - d. The extent of substance and alcohol abuse issues and community challenges related to preventing them.
- 3. Statement of interest and readiness (up to 3 pages)**
- a. Who is the proposed project coordinator and what skills or experiences will they bring to this role?
  - b. What (if any) previous work has the applicant organization and partners done (individually or together) to prevent substance and alcohol abuse?
  - c. What are the applicant organization’s most significant accomplishments and challenges?
- 4. Proposed partnerships, if applicable (up to 2 pages)**
- a. List of committed partners (e.g., those agreeing to participate), including name, title, organization, the sector they represent (e.g., public health, law enforcement, education, church, etc.), and the perspective/skill they will contribute to the project. NOTE: MOUs confirming partner commitment must be submitted with the grant proposal.
  - b. Brief overview of relevant current or past work as a partnership (if any).
  - c. Sectors, organizations and/or people who are not yet engaged in your efforts but should be (if any).
  - d. How you propose to engage those in the community most impacted by substance and alcohol abuse.
- 5. Project description (up to 7 pages):**
- a. What is the proposed project, who are the intended beneficiaries, and how will it meet an existing need?
  - b. How will the proposed project prevent substance and alcohol abuse? How does success of this project feel? (Please cite evidence or best practices)
  - c. In what ways (if any) will the proposed project have an impact on community norms or changes in policies, systems or environments?
  - d. What is the intended impact of your project by the end of the grant period and how will you measure it?
  - e. What will your project leave behind after the grant period ends (e.g., increased awareness; new capacity, skills or programs; changes in policies or infrastructure; etc.)?
  - f. Describe sustainability of the project. How will the project, its objectives, and proposed changes be sustained beyond the grant term?
- 6. A work plan and timeline** for the proposed grant period (detailed for Year 1, high level for subsequent year(s)) identifying major activities, deliverables, due dates, and responsible person(s).
- 7. Summary of evidence for proposed strategies:**
- a. Provide an overview of the evidence to support the proposed strategies.
  - b. Describe why applicant organization believes these strategies are applicable to your community.
  - c. Cite reports, publications or evaluation findings supporting the proposed strategies.

8. **Budget Spreadsheet and Narrative (up to 2 pages)**
  - a. A line item budget (up to \$100,000/year for up to 3 years) using the downloadable template.
  - b. A budget narrative describing what you intend to purchase and how you propose to use the funds in each line item.
  - c. A list of in-kind resources and/or support (if any) to be contributed by the applicant and/or partner organizations.
9. **Letter(s) of support from the community or MOUs** from core partners identifying their proposed roles and commitment to the project. **(up to 1 page each; upload all letters as a single document)**
10. **Applicant organization’s 501(c)(3) or government entity exemption determination letter.**
11. **Applicant organization’s most current 990, annual audit, or financial report.**
12. **A list of applicant organization’s board members.** Include member name and address, professional/community affiliations and board tenure.

## IX. Additional Considerations

The Foundation reserves the right to:

- Request additional information from any or all applicants.
- Meet with applicants to ensure full understanding of, and responsiveness to, the application requirements.
- Request modifications to a respondent’s application prior to final award to ensure alignment of project elements with the core values, mission, and operating standards of the Foundation.
- Reject any or all applications submitted.

Funded organizations are required to submit a grant agreement (contract) and a board resolution affirming commitment to the grant funded project by the board of directors.

Contacts:

<p><b>For questions related to this funding opportunity:</b>  Trayce Snow, Senior Program Officer  trayce@rapidesfoundation.org  Direct: 318.767.3007</p>	<p><b>For assistance with submitting the online proposal:</b>  Brooke Morrow, Programs Assistant  <a href="mailto:brooke@rapidesfoundation.org">brooke@rapidesfoundation.org</a>  Direct: 318.767.3013  Main lines: 318.443.3394 or toll-free 800.994.3394</p>
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## X. Resources

For more information on evidence and best/promising practices related to prevention programming, please refer to the following resources. Please note this is intended to provide general guidance rather than to serve as a comprehensive list.

- *Facing Addiction in America: The Surgeon General’s Report on Alcohol, Drugs, and Health*  
<https://www.ncbi.nlm.nih.gov/books/NBK424850/>
- *Focus on Prevention* <https://store.samhsa.gov/system/files/sma10-4120.pdf>
- SAMHSA’s Strategic Prevention Framework (SPF).
  - <https://www.samhsa.gov/ebp-resource-center>
- Youth.Gov <https://youth.gov/youth-topics/substance-abuse>
- U.S. Department of Health and Human Services
  - Opioid Prevention Programs & Tools <https://www.hhs.gov/opioids/prevention/prevention-programs-tools/index.html>

- Preventing Drug Abuse among Children and Adolescents  
<https://www.drugabuse.gov/publications/preventing-drug-abuse-among-children-adolescents-in-brief/chapter-4-examples-research-based-drug-abuse-prevention-programs>
- National Institute on Alcohol Abuse and Alcoholism
  - <https://www.niaaa.nih.gov/strategic-plan/prevention>
  - Strategic Plan  
[https://www.niaaa.nih.gov/sites/default/files/StrategicPlan\\_NIAAA\\_optimized\\_2017-2020.pdf](https://www.niaaa.nih.gov/sites/default/files/StrategicPlan_NIAAA_optimized_2017-2020.pdf)