

May 5, 2008

To: Casey Toomay, City Budget Manager

From: Brenda Schildt, Supervisory Guidance Counselor
Haskell Indian Nations University

Subject: 2009 Alcohol Tax Funds

Please accept this late proposal for the SASE program at Haskell Indian Nations University on this date. I am new to Lawrence, and have been in this supervisory position at Haskell for a little over a year and was not familiar with this type of city grant. Also with administrative turnover, this wonderful program at Haskell was overlooked. After viewing SASE program reports it appears that this program has done many wonderful activities which brought awareness to the students in the past.

I would like to ask that it be considered for submission. Thank you for your understanding.

City of Lawrence 2009 Alcohol Tax Funds Proposal
Haskell Indian Nations University
Substance Abuse Strategies and Educational Program

Program Description

In the fall of 1997, the Counseling Center at Haskell Indian Nations University (HINU) organized the Substance Abuse Strategies and Education Committee (SASE) to develop an approach to combat the substance abuse issues. While all substance abuse is considered, alcohol abuse is targeted due to the significant impact alcohol has on the Native community. For close to three years members from the Counseling Center, Haskell Health Center, and the East Central Kansas Regional Prevention Center came together to develop strategic plans that was comprehensive and long-term than past endeavors. Planning and implementation is based on promising approaches and a research-based model developed by Hawkins and Catalano from the University of Washington. These researchers believe that effective prevention should address multiple domains. Domains that are targeted in this model are school, individuals and peers, home, and community. In a University setting these elements translate to academic concerns, individual and peers, residential housing, and community. The SASE program is working to support the development of safe, successful, healthy, drug-free students, families, and communities on and off campus.

The SASE program has two functions. It provides a forum for identifying the root causes of alcohol abuse on campus. Problems arising from the causes can be targeted and solutions developed. The program join HINU and Lawrence agencies in a process of identifying root causes, planning actions, and coordinating available resources to maximize efforts. Ideas and planning occur within "cluster groups." A cluster group consisted of representatives from various Haskell departments, students, and the Lawrence community at large including resource agencies. There are currently five cluster groups: Haskell Administration, Instruction, Student Services, Facilities, and the Community at Large. Input from all groups is valued and considered crucial to facilitating positive growth.

Using the recommendation of Hawkins and Catalano that prevention programs have a systematic approach for targeting domains, SASE has developed four major areas for action: 1) Prevention through education, 2) Promoting positive and healthy behavior, 3) Responding to identified problems, 4) Cycle Celebrations. During Phase I of implementing the program, efforts went toward an evaluation of the current situation (identifying current resources and gaps in services) which established a baseline. The time was also used to develop common language, acceptance, and cooperation within the community. Specific actions were taken within the four major areas. Participation and program recognition has increased in the last three years specifically among students.

With the solid foundation of a common language and coordination, prevention efforts will be more effective. In Phase II the SASE program utilized Peer Mentors in a wider range of prevention activities. They worked in conjunction with the Pelathe Center by tutoring Lawrence community youth. This effort will continue with other community programs and services such as the Lawrence public schools Native American programs. On campus, the mentors will be assisting students in the Counseling Center, giving presentations in Vision Quest classes or in residential halls, and helping with planning and coordination of wellness events. Mentors will be extensively trained to work appropriately in one to one situations with peers.

In Phase II, the SASE program would like to offer substance abuse training to students and community members. Training is effective in that it helps individuals fully understand alcohol use and high risk activities that may lead to alcohol abuse. It also provides information about the impact of addictions on the individual, family, community, and how their views about alcohol affect how they make choices.

Needs Assessment

The SASE program has been successful in increasing prevention efforts, maximizing resources, and improving coordination. Current programming resources available to Haskell students are still severely limited. Past efforts have concentrated only on the individual domain and have not accounted for other problems that may support unhealthy lifestyles. Coordination is also needed to ensure that planning includes all identified domains. The SASE program is fortunate to have the support of local agencies. The program's efforts to develop partnerships both on and off campus are ongoing. Currently, the greatest identified need is coordination and promotion of services that are available to students.

Outcomes

- On the Core Alcohol Survey, freshmen students will report a 5% decrease from the beginning of the semester to the end of the academic year on the following behaviors: binge drinking, trouble with police or other authorities, and doing something they later regret. Students will report an increased knowledge (10%) of the substance abuse prevention programs available.
- Ten percent of the student body will participate in program events.
- Peer Mentors will have a minimum of ten individual contacts with students from the various prevention activities.
- Cluster group members, peer mentors, students, and community agencies will report favorable ratings on an internal program satisfaction survey.
- The LPD will report a five percent decrease in the number of alcohol related incidences involving Haskell students.

Evaluation

The Core Alcohol Survey will be distributed to new freshmen students at the beginning of the fall semester. The survey will be given to the same students at the end of the academic year. Records will be kept on the number of students that participate in wellness events, planning meetings, and the Peer Mentors will keep logs to track their individual contacts. The internal program survey will be distributed campus wide through the use of student mailboxes, planning meetings, and mailings to off-campus agencies. Incentives will be offered for return of completed surveys. Information will be obtained from the LPD about the number of alcohol related incidences involving Haskell students. The information collected will be from current year and the previous three years to obtain information for comparison.

Coordination

The SASE program structure facilitates coordination and communication. To promote growth in these areas, and gain input from all participating agencies and services, a web page and ListServ will be established to build discussions around relevant topics.

Talking Circles (cluster or focus groups) have been held in residential halls and classrooms. This traditional form of communication or dialogue has shed great light not only on what causes substance

abuse, but the circumstances and outcomes. Our prevention efforts and education come in many forms.

To reduce fragmentation and duplication the program has challenged all components of the community to form a cluster group. These components include Student Services, Peer Mentors, Facilities, Administration, Instruction, and the Community at large. As part of the Community at large we host representatives from GaDuGi, Indian Health Services, University of Kansas and any other interested parties. We work closely with the Residential Department to offer student programs.

Organizational Capacity

The Haskell Counseling Center is the foundation for this program. The center is staffed by a MSW Supervisory Guidance Counselor, a MSW who coordinates the Substance Abuse Program, two M. Ed. Counselors, and one University of Kansas MSW intern. Contact has been made with the University of Kansas to expand the number of social welfare interns that will be directly involved with the SASE program. Peer Mentor program will be reestablished. Other SASE partners include the Interfaith Council, Campus Staff, Alumni Association, Work Study Students, Student Senate and other campus clubs.

Budget

- Personnel – we do not use money to employ personnel but do offer a modest incentive for student peer mentors - \$1,000.
- Fringe benefits – we do not offer fringe benefits.
- Travel - \$3,000.
- Office Space – in kind
- Supplies: office - \$1,000.
- Supplies: other - \$2,000.
- Equipment - in kind
- Other funding sources – 0

We are looking into other sources of funding through grants. Our long-term plans include this being an annual request as Haskell does bring in a lot of tax dollars to the Lawrence community. It is our hope that funding will increase.

City of Lawrence
Alcohol Tax Funds
Request for Proposals
Calendar Year 2009 (January – December)

The budget picture from the Kansas Legislature creates uncertainty as to the status of the local portion of the alcohol liquor tax. If the Legislature decides to eliminate or reduce the local portion of this tax, it will impact the City's ability to fund programs. The City of Lawrence is proceeding with the Request for Proposal process and accepting applications for the alcohol tax revenues, with the understanding that funding levels, if any, are unknown and potentially subject to reductions by the State Legislature.

PLEASE NOTE THAT BEGINNING IN 2009, FUNDS WILL BE DISBURSED ACCORDING TO THE FOLLOWING SCHEDULE UNLESS OTHERWISE AGREED TO IN WRITING:

- FIRST HALF OF FUNDS WILL NOT BE DISBURSED BEFORE APRIL 1
- SECOND HALF OF FUNDS WILL NOT BE DISBURSED BEFORE OCTOBER 1

An organization may apply in as many categories as it chooses. A separate application must be completed in each specific category (Prevention, Treatment, Intervention, and Coordination). Applications are due Applications for 2009 funding must be complete and submitted electronically to the City Manager's Office at ctoomay@ci.lawrence.ks.us by the deadline of 5:00 pm on Friday, May 2, 2008

Collaboration and/or coordination between organizations is highly recommended and multi-agency proposals to address an identified community problem are encouraged. As much as the Advisory Board values the services of the agencies that have been funded in previous years, we are concerned about suggesting random approaches or solutions. Programs should have research based effective strategies or "promising approaches." All programs must have goals with measurable outcomes.

Following are the funding priorities the Advisory Board has established for 2009. These categories will be used as a guideline for the Advisory Board when making recommendations to the City Commission, but are not absolute. The bullet points below each category provide examples, but are not all-inclusive.

Definitions of each category are provided for clarification.

Prevention

Universal Prevention: A universal prevention strategy is one that is desirable for all members of a given population. The goal of the universal prevention is to deter the onset of substance abuse by providing all individuals with information and skills needed to prevent the problem.

Selective Prevention: Selective prevention strategies target subgroups that are believed to be at greater risk than others. Risk groups may be identified on the basis of biological, psychological, social or environment risk factors known to be associated with substance abuse.

Indicated Prevention: The purpose of indicated prevention is to identify individuals who exhibit early signs of substance abuse and associated behavior and to target them with special programs. In the field of substance abuse, an example of an indicated prevention strategy might be for high school students who experience truancy, failing grades and depression.

Treatment & Recovery

Assessment/Evaluations: Assessment and Evaluation is the process of identifying the extent of a substance abuse problem through the process of background assessments and interviews. The assessment and evaluation stage allows a clinician to make an appropriate diagnosis and treatment placement.

Therapy: This section of the continuum includes inpatient, outpatient or educational processes to assist the client in addressing substance abuse issues.

Aftercare: Aftercare includes efforts to reintegrate clients into a normal living situation and support a substance free existence. Aftercare may also include on-going therapy with clinical, family support and self-help programs.

Intervention

Initial Assessment and Referral: The process of identifying individuals who have problems with substances and making appropriate referrals. Intervention also includes efforts to interrupt the use of substances in order to connect the client with proper treatment resources.

Coordination

Comprehensive and coordinated efforts provide multiple benefits when communities address alcohol and other drug problems. A community-wide approach is effective because:

- 1) It affects the entire social environment, which allows communities to have strategic approach to addressing norms, values, and policies as well as changing conditions that place children at risk.
- 2) It develops broad base of support and teamwork which allows all agencies involved to fully understand their contribution to the overall single strategy to address issues.
- 3) It brings results that are long lasting by integrating programs, services, and activities through existing organizations and extends the influence of all programs.

Other

Programs, policies or practices deemed appropriate according to Charter Ordinance 33.

Directions:

Use the headings listed below when writing your narrative. The review criteria that will be used by the Advisory Board is described.

Please limit your narrative in each category (prevention, treatment, etc.) to no more than four (4) pages. Use minimum 12 point type and one (1) inch margins. Additional information may be provided within the four (4) page limit. Please do not submit additional attachments. Fill out and attach the cover page to your narrative.

Review Criteria**Program Description**

Summary of program is clear and concise. Program is based on proven effective strategies or “promising approaches.” Description addresses how program is designed to have long-term effects on a person’s decisions about alcohol and other drug use. When appropriate, program design takes into account the person’s family and/or community.

Needs Assessment

The need for the program is clearly established and outlined. When appropriate, the context of other services available, or the lack thereof, is provided. Please site statistical data that supports community need.

Outcomes

Measurable outcomes play a very important part of the Advisory Board’s evaluation of funding requests and assist the group in future funding decisions. At least one Process, one Behavioral and one Impact outcome must be included and clearly outlined (see Attachment A: Logic Model, for details & examples). Outcomes must be measured by an identified evaluation tool as listed in the Logic Model. The logic model will be in addition to the maximum number of pages allowed.

Agencies will be required to show adequate progress towards achieving their targeted outcomes in a six month and annual report for continued funding.

Coordination

Program strategy involves a coordinated approach. Addresses how this particular program or service fits with other existing efforts to reduce fragmentation and duplication.

Organizational Capacity

Based on agency history, management structure, and staffing pattern, organization is capable of implementing the proposed program.

Budget

The budget request for the program described is reasonable and spelled out according to the categories below. Organizations should use funding creatively to get the most for the money, i.e. use of students, volunteers, in kind donations, leveraging of this funding to get other funding, etc. Long-term plans for program funding are discussed – will this be an annual request for alcohol tax, is it expected to increase, decrease, etc. Other sources of funds used for the program are described, if applicable.

Budget Categories (all must be completed):

- Personnel (list each staff position individually and note if new or existing)

- Fringe Benefits
- Travel
- Office Space
- Supplies: office
- Supplies: other
- Equipment
- **Other sources of funding for this specific program and amount**

Questions regarding the application process may be directed to:

Jen Brinkerhoff, Grant Coordinator Casey Toomay, City Budget Manager
 841-4138 jbrinkerhoff@dcca.org 832.3409

ctoomay@ci.lawrence.ks.us

**City of Lawrence
 2009 Alcohol Tax Funds
 Request for Proposals
 Calendar Year 2009 (January – December)
 Cover Page**

Agency Name: Haskell Indian Nations University

Program Name: Counseling Center/Substance Abuse Strategies & Education Program

Contact Person: Brenda Schildt, Supervisory Guidance Counselor

Address: 155 Indian Avenue #5032, Lawrence, KS 66046

Phone Number: 785-749-8445

Fax Number: 785-832-6649

Email Address: bschildt@haskell.edu

Request is for funding in the following categories and amounts:

<u> X </u>	Prevention	\$ <u>7,000.00</u>
<u> </u>	Treatment	\$ <u> </u>
<u> </u>	Intervention	\$ <u> </u>
<u> </u>	Coordination	\$ <u> </u>
<u> </u>	Other	\$ <u> </u>

ASSESSMENT DATA	GOALS/ OBJECTIVES	TARGET GROUP	STRATEGIES	PROCESS OUTCOMES	BEHAVIORAL OUTCOMES	IMPACT OUTCOMES
<p>The data is from Fall 2004 to the second week of April 2005. There were 50 incident reports of intoxication and 19 incident reports of possession of alcohol.</p>	<p>The SASE program has two functions: it provides a forum of identifying the root causes of alcohol abuse on campus-the problems arising from the causes can be targeted and solutions developed. The program is working to help students develop a sense of membership on campus and within the Lawrence community.</p>	<p>Haskell Indian Nations University students. The population is roughly 900 students on campus and 200 living off campus.</p>	<p>Our program honors and recognizes that it will take a uniformed community approach to effectively combat substance abuse. We follow the recommendations of Hawkins & Catalano for targeting domains systematically. The four areas for action include: Prevention through education; promoting positive and healthy behavior; responding to identified problems; Cycle of celebrations.</p>	<p>There will be a 5% decrease in the number of students dismissed for the University due to alcohol related incidences.</p>	<p>The number of Student Assistant Programs (SAP) referrals for intoxication will increase by 10%. This is not a discipline referral but rather a statement of concern to alert counseling center. The students behavior is discussed and efforts are made to see that the student gets back on track.</p>	<p>Haskell SASE program will report and increase in students successfully completing the program by 5%.</p>