



City of Lawrence

**2021 Application for Special Alcohol Funding**

**APPLICATION INFORMATION**

**General Information:** The State of Kansas has created an Alcoholic Liquor Fund and Charter Ordinance No. 33 describes how those moneys are to be distributed for the City of Lawrence. Pursuant to K.S.A. 79-41a04, the City shall credit 1/3 of the deposit to the General Fund, 1/3 to the Special Recreation Fund, and 1/3 to the Special Alcohol Fund. The City Commission considers requests for the allocation of 1/3 that goes to the Special Alcohol Fund to help support agencies that provide programming in accordance with Charter Ordinance No. 33 (summarized below).

Expenditures in the Special Alcohol Fund shall be used for programs, services, equipment, personnel, and capital as the governing body determines is in the best interest of the public to address one or more of the following:

- a) Prevention of alcoholism and drug abuse, including but not limited to education, counseling, public information efforts and related activities; or
- b) Alcohol and drug detoxification efforts and related activities; or
- c) Intervention in alcohol and drug abuse or treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers; or
- d) Law enforcement, prosecution, court activities and programs, or portions thereof, related to apprehending, prosecuting, adjudicating or monitoring individuals who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers, including individuals who are or may be charged with violating laws related to alcohol or drug use; or
- e) Education, counseling, public information efforts, and related and associated activities related to preventing drug abuse and alcohol abuse, including but not limited to efforts to encourage healthy youth and family development and related efforts which include as a partial element drug abuse and alcohol abuse education, counseling, or public information efforts; or
- f) Programs, activities, or efforts related to preventing or intervening in drug abuse and alcohol abuse, including programs, activities, or efforts for which drug abuse and alcohol abuse prevention or intervention comprises a partial element of the complete program, activity or effort; or
- g) Any program, activity, or effort, or a portion thereof, that the governing body determines seeks to discourage, prevent, intervene, or address issues related to alcohol or drug abuse.

**Applications will be reviewed by the Special Alcohol Funding Advisory Board.** Following their review, the Board will make a recommendation for funding to the City Commission. Recommendations will be based on available resources, the need demonstrated through the agency's application, the stated objectives of the agency's program, past performance by the agency in adhering to funding guidelines (as appropriate), and the ability to measure progress toward the programs objectives.

**Other Information.** Collaboration and/or coordination between agencies is highly recommended and multi-agency proposals to address an identified community need is encouraged. All programs must have goals with measurable outcomes.

**Reporting Requirements.** All recipients of Special Alcohol Funding will be required to submit an annual report to the City of Lawrence outlining how the funds were used and whether the stated objectives were met by February 15, 2022.

**Distribution of Funds.** Funds will be distributed in two equal disbursements and in accordance with the Kansas Cash-Basis Law of 1933, codified as amended at K.S.A. 10-1101 *et seq.* The first distribution is to occur no earlier than April 1 of the grant year and the second distribution is to occur no earlier than October 1 of the grant year.



**SECTION 1. APPLICANT INFORMATION**

Legal Name of Agency: The Mirror, Inc.

Name of Program for Which Funding is Requested: Lawrence Outpatient Treatment

Primary Contact Information (must be available by phone on December 11, 2020 from 8:30 to 12:30. Contacts are also welcomed to attend the meeting to provide a brief overview of the submitted application)

Contact Name and Title: Tyson McQuay; Regional Area Director

Address: 913-209-8523

Telephone: 913-209-8523 Email: tmcquay@mirrorinc.org

Name(s) and Title(s) of person(s) responsible for program supervision and/or financial administration of program.

	Name	Title	Responsibilities (Supervision, Financial, etc.)
a.	<u>Mac Crawford</u>	<u>Regional Area Director</u>	<u>Day to day operations</u>
b.	<u>Marcy Johnson</u>	<u>Vice President of Treatment</u>	<u>Supervision</u>
c.	<u>Robert Mille</u>	<u>Controller</u>	<u>Financial</u>

Please outline the amount of funds being requested for each category in 2021

Category	2021 Requested Amount	% of Total
Prevention	<u>\$0</u>	<u>0</u>
Detoxification	<u>\$0</u>	<u>0</u>
Intervention	<u>\$ 142,475</u>	<u>100%</u>
Law Enforcement	<u>\$0</u>	<u>0</u>
Education	<u>\$0</u>	<u>0</u>
Other	<u>\$0</u>	<u>0</u>
<b>Total</b>	<u>\$0</u>	<u>0</u>

If your agency received funding from the City in 2020, please fill out the chart below.

Amount of Funding	Funding Source (i.e. General Fund, Special Alcohol, CDBG, Housing Trust Funds)	Program/Purpose
\$ _____	_____	_____
\$ _____	_____	_____
\$ _____	_____	_____
\$ _____	_____	_____

Total projected operating budget for your agency in 2021: \$ 12,339,280

## SECTION 2. SPECIAL ALCOHOL FUND INFORMATION

- A. How is the proposed program consistent with City Charter Ordinance 33? Please cite specific subsections of City Charter Ordinance 33 and explain how it aligns with your program.

The primary function of the proposed program is to provide intervention and treatment for substance use disorder, meeting the criteria of subsections c and f of City Charter Ordinance 33.

Mirror' s outpatient programming includes individual and group counseling, peer mentoring, and case management. Our program utilizes and coordinates with existing mental health services, including consultation for psychiatric care. This program also partners with several community providers to ensure holistic treatment of every individual. Counselors work with clients to identify needs and barriers to recovery and, in partnership with our case manager, make the necessary referrals based on the client's preferences and needs.

Beginning in Spring 2021, Mirror plans to offer medication assisted treatment for alcohol use disorder and opioid use disorder.

Access to counselors, mental health services, case management, and medication assisted treatment ensure that the client receives care that is more comprehensive and holistic, increasing the likelihood of a successful treatment outcome.



### SECTION 3. STATEMENT OF PROBLEM / NEED TO BE ADDRESSED BY PROGRAM

- A. Provide a brief statement of the problem or need your agency proposes to address with the requested funding. How will your program make an impact to meet the need? The statement should include characteristics of the client population that will be served by this program. If possible, include statistical data to document this need.

This program aims to serve residents of Lawrence who have been diagnosed with a Substance Use Disorder(SUD), including those with co-occurring mental health issues. Approximately 8.1 million adults in the US have co-occurring disorders (COD). This accounts for more than 40% of those with SUD (National Survey on Drug Use and Health; 2015). The prevalence of COD has led Mirror to create programs designed to reduce barriers to treatment and to provide a holistic experience for all clients. Clients to the program must meet admission criteria under ASAM guidelines for SUD treatment. This program is for men, women, and adolescents who do not have Medicaid or other insurance coverage.

- B. Please describe what demographic disparities exist, and how the program is designed to increase equity. Who would benefit from or be burdened by this program?

Treatment for substance use disorders can be cost-prohibitive, especially for individuals without commercial health insurance. This grant allocation would fully fund treatment for thirty individuals who are uninsured or underinsured. When support services and/or medications have an associated cost, Mirror works with other programs to assist with meeting those needs. Mirror has contacts within the community to provide interpretation services for hearing impaired and non-English speaking clients.

Mirror believes that anyone who desires treatment should be able to access it. We do our best in all of our programs to eliminate barriers for clients and to help find solutions that work for each individual. If we are not able to help someone, our goal is to get them into contact with an organization or program that is better suited to meet their needs.

Mirror continually evaluates community needs and outreach opportunities for all locations. With the current public health concerns regarding COVID-19, Mirror has worked hard to ensure our services remain available for clients from all backgrounds and socio-economic status. While we have greatly expanded our telehealth services, we have also continued to offer face-to-face services for clients who do not have access to reliable internet service or technology. Our "live" programs follow CDC guidelines, including health screenings (employees and clients), frequent hand-washing, social distancing, and wearing masks. Our programs have seen an increase in inquiries and admissions since the beginning of the pandemic, and our goal is to continue to expand our programs in order to meet the needs of each community we serve.

Mirror's intention is to work collaboratively with local community resources and we do not anticipate any adverse impact on the community and/or other area resources.



#### SECTION 4. DESCRIPTION OF PROGRAM

- A. Provide a brief description of the program services and activities using an evidence-based model. The description should describe as specifically as possible the interaction that will take place between the provider and the user of the service.

Mirror's outpatient program uses the Cognitive-Behavioral Interventions for Substance Abuse (CBI-SA) curriculum. As the name suggests, this intervention relies on a cognitive behavioral approach to teach strategies for avoiding substance abuse. The program places heavy emphasis on skill-building activities. Our program also follows the Living in Balance curriculum. This flexible program draws from cognitive-behavioral, experiential, and Twelve Step approaches to help clients achieve lifelong recovery. Clients work through both programs with the help of their counselor, peer mentor, and through group treatment sessions. Each client has an individualized treatment plan, and counselors help clients identify their own needs as they work towards recovery. Each client creates a personalized, workable relapse prevention plan prior to program completion.

Outputs:

- B. How many unduplicated clients will be served? 350 \*
- C. Please list any other output goals (i.e. # presentations delivered, # medications provided, etc.)  
75% of clients will be substance free during treatment, as evidenced by reduced nanograms of substances in Urinalysis Testing (UAs) and no new positive UAs.

Outcomes:

- D. Please provide two to three specific program SMART objectives for 2021. Examples include, "75% of clients receiving job training will retain their job one year after being hired," "increased fundraising efforts will result in a 15% increase in donations in 2021," **Applicants will be expected to report their progress toward meeting these objectives in an annual report to the City.**
- i. 70% of clients entering the program will successfully complete SUD treatment.
  - ii. 100% of clients completing treatment will have an individualized relapse prevention plan.
  - iii. 50% increase in confidence levels on BSCQ from admission to discharge\*

\*Additional information regarding program objectives have been included as an attachment.

- E. Please describe the priority population you are working with.

This program aims to serve residents of Lawrence who have been diagnosed with a substance use disorder. Clients must meet admission criteria under ASAM guidelines for Outpatient Treatment. This program will serve men, women, and adolescents. Clients in this program may have a co-occurring mental health diagnosis.

- F. What other agencies in the community are providing similar types of services, and how do you coordinate services?

While there are other SUD treatment programs in the area, DCCCA does not offer services for co-occurring mental health issues, nor do they offer medication assisted treatment. Bert Nash does not serve adolescents. \*



**SECTION 5. PROGRAM BUDGET INFORMATION**

- A. Provide a detailed budget for the proposed program using the form below (you may attach a supporting document).

Category	Requested Amount	Applicant Amount	Total Amount	Explanation
Personnel	109.714	272.875	382.589	see attached
Fees & Services	1.097	0	0	payroll fees
Estimates/Bids	0	0	0	
Travel	0	4.000	4000	
Marketing	0	2.000	2000	
Cost of Materials	0	8.000	8000	
Operating Expenses	17.061	57.445	74.506	see attached
Other	14.603	49.167	63.770	Support Services (indirect cost
Grand Total	142.475	393.487	535.962	

- B. Provide a list of all anticipated sources of funding for the proposed program in 2021. The total proposed program budget and total proposed program revenue should match.

Revenue Source	Anticipated Amount	Explanation/Status of Funding Request
City of Lawrence (Special Alcohol Funding)	142.475	
City of Lawrence (Other Sources)*		
Douglas County		
United Way		
Other (please describe)	393.487	See attached
Other (please describe)		
Grand Total	535.962	

\*Other sources could include General Funding, Housing Trust Funds, Transient Guest Tax Funds, CDBG, etc.

- C. What percent of the requested program costs are being requested from the City (include both Special Alcohol and Other)? 26 %
- D. Will these funds be used to leverage other funds? If so, how?

These funds will not be used to leverage additional funding.

## SECTION 6. SUPPLEMENTAL INFORMATION

Please attach your agency's most recent IRS Form 990, most recent financial audit, and most recent annual report if completed for your agency's board.

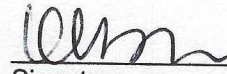
- A. If your agency has never filed an IRS Form 990, please select the check box.
- B. If your agency has never completed a financial audit, please select the check box.
- C. If your agency has never completed an annual report, please select the check box.

Based on the attached IRS Form 990, please answer the following questions:

- A. What is the total number of volunteers (estimate if necessary)? This is part I line 6 of the IRS Form 990.  
20
- B. What are your agency's total liabilities? This is part I line 21 of the IRS from 990. \$ 1,362,343
- C. What are your agency's total assets? This is part I line 20 of the IRS Form 990. \$ 9,099,846
- D. What are your agency's total net assets or fund balances? This is part X line 33 of the IRS Form 990.  
\$8,820,402
- E. What are your agency's permanently restricted net assets? This is part X line 29 of the IRS Form 990.  
\$0
- F. What is your agency's land, building, or equipment fund? This is part X line 10c of the IRS Form 990.  
\$2,501,692
- G. What are your agency's total expenses? This is part I line 18 of the IRS Form 990. \$ 12,307,839

The signatures below attest that the information in this application is accurate and that, unless otherwise explicitly described in this application, no other source of City or community funding will be used to support the programming for which Special Alcohol Funds are being requested.

Kerri Burr, Grant Writer and Policy Specialist  
Agency Representative (PRINT)

  
Signature

11-20-2020  
Date