



Drug-Free Communities

Local Problems Require Local Solutions

Drug-Free Communities (DFC) Support Program

Statutory Eligibility Requirements

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Local Problems Require Local Solutions

DFC Program Overview



Parents



Youth



Business



Media



Schools



Youth Serving Organizations



Law Enforcement



Civic/
Volunteer Organizations



Religious/
Fraternal Organizations



Healthcare Professionals



State/
Local/Tribal Government



Substance Abuse Organizations



Goals of the DFC Program

- To **establish and strengthen collaboration** among communities, nonprofit agencies, and Federal, state, local and tribal governments to support the efforts of community coalitions to prevent and reduce substance use among youth
- To **reduce substance use among youth** and, over time, reduce substance abuse among adults by addressing the factors in a community that increase the risk of substance abuse and promoting the factors that minimize the risk of substance abuse



Theory of the DFC Program

- A small amount of **Federal funding combined with a local match** of resources and volunteer support can reduce youth drug use
- By **mobilizing community leaders** to identify and respond to the drug problems unique to their community, DFC is designed to change local community environmental conditions tied to substance abuse the **entire community environment**
- Focusing on **environmental change** ultimately contributes to reductions in substance use among youth, and over time, substance abuse among adults



DFC is *Community* Focused

DFC-funded coalitions:

- develop and implement a 12-Month Action Plan that is **community-focused**; not focused on individual-level interventions
- focus on effecting **community-level change** by identifying and implementing strategies that will affect community **beliefs, attitudes, perceptions, and practices** around drug issues



What is a DFC Coalition?

A community-based formal arrangement for cooperation and collaboration among groups or sectors of a community in which each group retains its identity, but all agree to work together toward a common goal of building a safe, healthy, and drug-free community.

DFC grants are intended to support

community-based coalitions



Community of Focus

- Do not define a community that is too large for your coalition to address
- Pay attention to natural delineations within the community
 - School districts
 - Demographics
 - Geographic boundaries



Community Level Change

- DFC applicants are expected to choose comprehensive strategies that will lead to community level change
- Community level change strategies seek to:
 - Limit access
 - Change the culture and context
 - Shift the consequences
- Use the Seven Strategies for Community Change – More information in the DFC FOA



Who Can Apply?

To apply for a DFC grant, a coalition must fall into one of the following **three categories**:

- A coalition that has never received a DFC grant;
- A coalition that is ending or has concluded the first five-year funding cycle and is applying for a second five-year funding cycle (Year 6); or
- Coalitions that have previously received DFC funding, but experienced a lapse in their five-year funding cycle, may apply for funding to complete their five-year funding cycle.



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Statutory Eligibility Requirements

- In order to be eligible to apply to the DFC Program applicants **must meet all** of the DFC Statutory Eligibility Requirements.
- **Failure to meet any one DFC Statutory Eligibility Requirement will:**
 - deem the application ineligible; and
 - application will not proceed to peer review



Requirement 1: 12 Sectors

1. Youth

- An individual 18 years of age or younger (must provide age of youth)

2. Parent

- An individual legally responsible for a child, grandchild, or foster child

3. Business

- A representative of a business-related organization

4. Media

- A representative of a communication outlet that provides information to the community

5. School

- A representative of the school system with influence in school policies and procedures

6. Youth-Serving Organizations

- A representative of an organization that provides services to youth



Requirement 1: 12 Sectors

7. Law Enforcement

- A representative of a law enforcement agency. The representative must be an active sworn law enforcement officer, not retired

8. Religious/Fraternal Organizations

- A representative of a faith-based organization or a representative from a fraternal organization that is based on a common tie or the pursuit of a common objective. The organization must have a substantial program of fraternal activities and pursues a purpose

9. Civic/Volunteer Groups

- A representative of an organization that provides civic or volunteer activities that serves the community (not a coalition member) Examples include Lions Clubs, Rotary Clubs, etc.

10. Healthcare Professionals

- An individual and/or organization licensed to provide physical, mental, or behavioral healthcare services

11. State/Local/Tribal Government

- A representative of a government-funded agency with a focus on substance abuse

12. Other Substance Abuse Organizations

- A representative of a community organization that addresses substance abuse



Proving 12 Sector Involvement

Coalition Involvement Agreement (CIA):

- While you must have a CIA for each sector, you may alter the samples provided to best meet the needs of the coalition
- Sample CIAs are provided in for each sector representative

Coalition Involvement Agreement (CIA)

Table 21: CIA Information Table

Sector	Member Name	Organization Name	Rationale for Selection
<i>Parent</i>			
Parent: An individual legally responsible for a child, grandchild, or foster child.			

This agreement between [*Coalition name*] and the Parent Representative, [*Name of sector representative*] shall be from [*Month/Date/Year*] until terminated by a mutual accord. This agreement will be reevaluated by both parties on a yearly basis.

NOTE: Any items listed below should be unique to the sector representatives and/or the affiliated organization.

[*Coalition name*] will be responsible for:

1. Creating and following by-laws and policies.
2. Formulating coalition goals and objectives.
3. Overseeing operations of activities, programs, and paid staff.
4. Increasing new membership of the coalition.
5. Creating and following a strategic 12-Month Action Plan.
6. Creating a credible and relevant sustainability plan which includes volunteer membership and resources, both financial and material.
7. Respecting the rights of [*Coalition name*] members to hold their own opinions and beliefs.
8. Other(s), etc.

The Parent Representative, [*Name of sector representative*], will be responsible for:

1. Being a community leader amongst the represented sector.
2. Ensuring clear communication between the sector represented and the coalition.
3. Acting as a positive role model for youth, families, and peers.
4. Supporting the coalition's mission.
5. Attending coalition meetings which are held on a [/ /] basis.
6. Participating on at least one subcommittee.
7. Attending coalition sponsored trainings, town hall meetings, and other community events.
8. Contributing to the strategic action planning process.
9. Participating in sustaining the coalition's capacity, involvement, and goals.
10. Preventing youth substance use through environmental strategies.
11. Using his/her activities as match, if applicable.
12. Other(s), etc.

Official Coalition Representative's Name _____ Sector Representative's Name _____

Official Coalition Representative's Signature _____ Sector Representative's Signature _____

Title _____ Date _____ Title _____ Date _____

NOTE: All forms cannot be more than 12 months old (March 2017 – March 29, 2018) at the time of application and require handwritten signatures and dates or they will be screened out and not move forward to peer review.



Requirement 2: Six Month Existence

- Must include a **list of all attendees by sector**
 - All sectors do **NOT** have to be present in coalition minutes
- Include **month, day, and year** of the meeting
- Must demonstrate a focus on **youth substance use prevention**
- Must be the **coalition's** minutes--not those of an outside agent applying on behalf of a coalition



Requirement 3: Mission Statement

- Must be the ***coalition's*** mission--not that of an outside agent applying on behalf of the coalition
- Coalition **must have** as its principal mission the **reduction of substance use**, with a **primary focus on reducing youth substance use**



Requirement 4: Multiple Drugs of Abuse

- Multiple Drugs **must** Be Addressed
 - Cannot be an “underage drinking” coalition that does not address other drugs
 - Do **not** use the terms “Alcohol, Tobacco, and Other Drugs (ATOD)”, “substances” or “substance abuse” to account for all substances
 - List multiple drugs in **Project Narrative** and in the **12-Month Action Plan**



Requirement 5: National Cross-Site Evaluation

- Applicants **are not required** to be in compliance with the DFC National Cross-Site Evaluation Requirements **at the time of application**. If awarded a grant, the coalition will have two years from the time of award to report its first complete set of the following DFC four core measure data:
 1. Past 30-day use
 2. Perception of Risk/Harm of Use
 3. Perception of Parental Disapproval
 4. Perception of Peer Disapproval
 - On **four substances**: Alcohol, Tobacco, Marijuana and Prescription Drugs
 - In at least **three grades**: 6th-12th
 - Every **two years**



Requirement 6: Entity Eligible to Receive Federal Grants

- Applicant must be an **entity legally eligible to receive Federal funding**
 - **Scenario 1:** a coalition with **501(c)(3) status**
 - **Scenario 2:** an **outside partnering agency** acting on behalf of the coalition
- **Evidence for coalition as own legal applicant:** Complete, sign, and date **Assurance of Legal Eligibility**
- **Evidence for coalition using an outside agency as the legal applicant:** Complete, sign, and date **Memorandum of Understanding (MOU)** between legal applicant and coalition. The MOU **must** be signed by the coalition representative and a representative from the legal applicant.



Requirement 7: Substantial Support from Non-Federal Sources

- Must show a **dollar-for-dollar** match from non-Federal sources **equaling amount of request from the Federal Government**
 - **Cash** (e.g., shared salary/benefit expenses for paid staff)
 - **In-kind/donated** (e.g., office/meeting space, paper, copying services)
 - Applicants serving **American Indian/Alaska Native** communities with representation that includes at least one **American Indian/Alaska Native** member may include Bureau of Indian Affairs or Indian Health Service Federal funds as match
- Do not **overpromise** match
 - Must **account for every matched dollar** to the Government
- **Evidence:** SF-424, Section 18, SF-424A, Budget Narrative



DFC Match Requirement

DFC Years 1 – 6 = **100%** Match

DFC Years 7 – 8 = **125%** Match

DFC Years 9 – 10 = **150%** Match



Requirement 8: Federal Request

- Applicant **must** not request more than **\$125,000** in Federal funds per year
 - Make sure **budget calculations are correct** and **do not exceed** \$125,000 for your Federal request
- **Evidence:** SF-424, Section 18; SF-424A; and Budget Narrative



Requirement 9: Zip Code Overlap

Two coalitions may not serve the same community **unless both have clearly demonstrated a plan for collaboration**

- Zip codes serve as the method for identifying potential overlaps

Evidence: Include **Letter(s) of Mutual Cooperation** as (General Applicant Information) that overlap



Requirement 10: One DFC Grant at a Time



- No more than one “regular” DFC grant per grant award recipient or coalition at one time
- **Evidence:** Signed Assurance of One DFC Grant at a Time



Requirement 11: No more than 10-Years of DFC Funding

- No **coalition** can receive DFC funding for more than **10 years**
- A DFC grant applicant cannot seek funding for more than **one coalition** at a time **or** for a **coalition** for more than 10 years
- **Evidence:** Signed Assurance of 10-Year Funding Limit



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If you have additional questions about the DFC Statutory Eligibility Requirements, please contact:

DFC_NOFO@cdc.gov



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