



Request for Proposals
Downeast Maine Partnerships for Success
Program Mini-Grants - Fall 2023 to Summer 2024

OVERVIEW

Downeast Maine Partnerships for Success, is a collaborative effort among multiple partners throughout Washington and Hancock counties, coordinated by Healthy Acadia. The Project implements community-driven, collaborative efforts to prevent substance use and promote the health of youth aged 9 to 20 throughout the region. Through the use of evidence-based and promising practice programs, policy changes, and systems development, we aim to increase protective factors and reduce risk factors associated with substance use.

Based on the evidence-based Icelandic Model for youth substance prevention and tailored to the needs and opportunities in rural Downeast Maine, we will utilize multiple strategies to increase protective factors and decrease risk factors associated with youth substance use, specifically alcohol, tobacco, and marijuana.

Healthy Acadia will accept proposals for programs which incorporate any or all of the following program goals:

- Increase the capacity of schools / community-based entities to provide pro-social activities to youth
- Engage youth in structured, pro-social activities
- Increase the capacity of schools / community-based entities to provide peer-based mental health / social-emotional support
- Engage youth in peer-based mental health / social-emotional supports (Proposals focused on peer-based mental health/social-emotional supports will take precedence over other criteria)
- Engage parents / caregivers to increase their time, or quality of time spent with children
- Influence positive policy, systems, and program changes to promote resilience and reduce substance use

PROPOSAL GUIDELINES

The proposed project must support any or all of the program goals set forth above. Partners will adopt, assess, plan, implement and evaluate activities to carry out a new program, expand the scope of an existing program, support and strengthen unfunded initiatives, or help expand programming aimed at supporting youth and families through August 31, 2024.

ELIGIBILITY

Community groups / centers, schools, and other public or private nonprofit organizations that serve youth aged 9-20 who would like to partner with Healthy Acadia around supporting the outlined program goals are eligible to apply. Organizations who serve youth experiencing health disparities due to poverty, mental health issues or other social determinants of health are especially encouraged to apply. **Funding cannot be awarded to for-profit entities.**

FUNDING ALLOCATIONS

Eligible organizations may apply for funding, ranging from \$1,000 to \$10,000 per award. Higher awards may be granted, pending available funding and at the discretion of the review committee. Collaborative projects involving multiple partners may be considered for increased funding levels. (Please indicate if you would like increased funding in your proposed budget narrative and the partners the project will be supported by) A total of \$100,000 is available for proposals that best support the goals of this grant. **Funding will be awarded on a cost reimbursement basis following submission of invoices and corresponding receipts to Healthy Acadia for payment (i.e. awardees will need to pay for expenses up-front and then get reimbursed by Healthy Acadia).**

KEY DATES, EXPECTATIONS & DELIVERABLES

- **Request For Proposal** released on Thursday, September 21, 2023.
- **Applications** must be received (electronically) by Wednesday, October, 18, 2023. Please send to sara@healthyacadia.org.
- **Award** proposals will be reviewed and negotiated by Wednesday, November 1, 2023.
- **Mini-Grant Agreements** will be finalized and signed by Friday, November 15, 2023.
- **Awardees** will send at least one representative to at least one of the “Prevention Days”/”Days of Learning” to be held: Fall 2023, Winter/Spring 2024.
- **Project Implementation & Award Expenditures** must be completed by August 31, 2024.
- **Invoicing and Evaluation Reports** must be completed by Friday, September 6, 2024.
- **Please note:** if funding is still available after mini-grant agreements are finalized, Healthy Acadia reserves the right to offer additional mini-grant awards.

Questions? We encourage applicants to discuss your application with us to clarify and strengthen your proposal before you submit it. Please call or email Sara McConnell at 207-255-3741 or sara@healthyacadia.org to arrange for an individual consultation.

PROPOSAL APPLICATION

Please respond to each of the following questions. Applications are not to exceed four pages.

Name of Organization:

Fiscal Agent (not necessary if organization is their own fiscal agent):

Proposal Contact person:

Mailing Address:

Phone:

Email:

Title of Proposed Project:

Application & Checklist

1. Identify your implementation team in the table below. *Add more rows as necessary.*

Name	Title/Position/Organization	Role on Project

2. Briefly describe the proposed project and the needs that it addresses for youth aged 9-20.
3. Which organizations will be involved? How many individuals and what specific ages will be served by the proposed project?
4. The success of these programs is contingent upon youth buy-in and participation. Please tell us how you have involved youth in the development of your project proposal?
5. Identify one or more of the program goals from the bulleted list on the first page that will be impacted or addressed by this project?
6. What is your organization's experience, if any, with the proposed strategies or similar projects? If you have prior experience, please explain how this project will build upon previous efforts or create new ones.
7. Describe any additional resources (funding, in-kind staff time, materials, volunteers) that your organization and/or other organizations will commit to this project, if any?
8. Is this a continuation of a project that was funded through a prior Partnerships for Success mini-grant? If yes, please describe any changes to the program, and why continued funding is needed.
9. Do you plan to sustain the project after Healthy Acadia Partnerships for Success funding ends? If so, how will the project be funded?

Project Budget (Does not count towards four-page limit)

How will the Downeast Maine Partnerships for Success award money be spent?
Please be as specific as possible, using the chart below (add additional expense lines as needed)

And include a brief narrative explanation of the budget.

Project Expenses	Amount of request from Partnership for Success	Amount from other organization match/in-kind (not required)	Total
Personnel			
Fringe			
Travel			
Training			
Materials/Supplies			
Consulting			
Other: Specify			
Total			

Funding **MAY be used for:**

- *Staff or consultant time to implement the project*
- *Project materials & supplies*
- *New curriculum materials (this is not intended to fund pre-existing curricula)*
- *Training & professional development expenses for staff*
- *Travel*

Funding **MAY NOT be used for any of the following:**

- *Meals, snacks, or candy*
- *To replace existing funding or current direct services*
- *Expenses incurred prior to notification of grant award*
- *Expenses not allowed in the terms and conditions of the SAMHSA PFS, or Healthy Acadia Notice of Award. Healthy Acadia staff will provide clarification if needed.*

Note: Funding will be awarded on a cost reimbursement basis following submission of invoices to Healthy Acadia for payment (awardees will need to pay for expenses up-front and then get reimbursed by Healthy Acadia).

Send completed Application Narrative (4-page maximum) and Project Budget to: sara@healthyacadia.org.

This project is supported by the Substance Abuse and Mental Health Services Administration (SAMHSA) of the U.S. Department of Health and Human Services (DHHS) under Partnerships for Success Grant # 1H79SP081695. Learn more by visiting www.samhsa.gov or by calling 877-SAMHSA-7.