



DFC: OVERVIEW OF REQUIREMENTS

**ECHO Sustainability Workshop
January 30, 2018
Crystal Gordon, MSW, LMSW**

DISCLAIMER

- **This session is built upon the FY18 Funding Opportunity Announcement (FOA) for new DFC grant applications**
- **Failure to use the correct FOA will result in an application being screened out and not proceeding to peer review**

IMPORTANT DATES

- **Closing date for new DFC grant applications: 3/29/18**
- **Grants.gov will reject applications submitted after 11:59 PM Eastern Time on March 29, 2018; due to the new registration and application requirements, it is strongly recommended that applicants start the registration process six weeks in advance of the application due date**
- **The Funding Opportunity Announcement (FOA) was posted by HHS – SAMHSA on 1/12/18**

IMPORTANT DATES

- **All applicants applying to the DFC Program are encouraged to attend a pre-application workshop; the nearest workshop is set to occur: February 9, 2018 National Harbor, MD**
 - **To register for a workshop listed below, go to: <https://www.cmpinc.net/dfc>**
- **Workshop attendance is not mandatory; it provides technical assistance to help applicants complete the application**
- **If an applicant is unable to travel to a workshop, a recorded version will be posted to the DFC website by mid-January 2018**
 - **The workshop registration link and the link for the online videos can be found at: <https://www.whitehouse.gov/ondcp/grants-programs>**

DRUG FREE COMMUNITY SUPPORT GRANTS: SPONSORS

- **DFC grants are made available through The Executive Office of the President, Office of National Drug Control Policy (ONDCP), and the Department of Health and Human Services (HHS), Substance Abuse and Mental Health Services Administration (SAMHSA), Center for Substance Abuse Prevention (CSAP)**

FUNDING AMOUNTS AND DETAILS

Need to Know Information	Amounts and Details
Anticipated Total Available Funding	\$15,000,000*
Estimated Number of Awards	120
Estimated Award Amount	Up to \$125,000 per year*
Cost Sharing/Match Required	Cash or In-Kind match is required <i>(Section III-2 of the FY18 FOA defines the cost sharing/match requirements)</i>
Length of Project Period	Up to 5 years

*Subject to the availability of funds.

Source: <https://www.grants.gov/web/grants/search-grants.html> ; FY18 Drug-Free Communities (DFC) Support Program – New Funding Opportunity Announcement (FOA)

DFC FUNDING OPPORTUNITY ANNOUNCEMENT

➤ **The DFC application for new applicants is available at:**

➤ **<https://www.samhsa.gov/sites/default/files/grants/pdf/sp-18-002-dfc-foa-1-12-18.pdf>**

DRUG FREE COMMUNITY SUPPORT GRANTS: PURPOSE

- **Establish and strengthen collaboration among communities, public and private non-profit agencies, as well as federal, state, local, and tribal governments to support the efforts of community coalitions working to prevent and reduce substance abuse among youth (Youth = individuals ≤18 years of age)**
- **Reduce substance abuse 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**

DRUG FREE COMMUNITY SUPPORT GRANTS: EXPECTATIONS

- **Support established community-based youth substance use prevention coalitions capable of effecting community-level change**
- **A coalition is defined as 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**

DRUG FREE COMMUNITY SUPPORT GRANTS: EXPECTATIONS

- **DFC recipients, are expected to conduct the day-to-day operations of the grant program**
- **DFC recipients are not permitted to serve as a conduit for DFC funds passing through them or to another agency**
- **Coalitions receiving DFC funds are expected to work with leaders in their communities to identify and address local youth substance use problems and create sustainable community-level change through the use of the Seven Strategies for Community Level Change (CADCA)**



DRUG FREE COMMUNITY SUPPORT GRANTS: EXPECTATIONS

➤ Strategic Prevention Framework

➤ DFC funded coalitions are expected to utilize SAMHSA's Strategic Prevention Framework (SPF) as the planning model to develop long-range plans

➤ The SPF is a five-step evidence-based process for community planning and decision-making. Cultural competence and sustainability should be considered throughout all five steps of the process, which includes: Assessment, Capacity, Planning, Implementation, and Evaluation

DRUG FREE COMMUNITY SUPPORT GRANTS: COMMUNITY DEFINITION

- **Applicants are expected to define the communities they propose to serve**

- **The DFC Support Program does not prescribe the demographics or geographic location of DFC-funded community coalitions; DFC grant recipients may use various geographic boundaries including neighborhoods, census tracts, zip codes, and school districts, as well as townships, counties, or parish lines, among others, to define their community**

DRUG FREE COMMUNITY SUPPORT GRANTS: COMMUNITY DEFINITION

- **The DFC Support Program does not make funding decisions based on geographic boundaries (e.g., number of grants within states/towns/cities)**

- **Applicants should consider that adjacent neighborhoods/towns/cities with DFC-funded community coalitions operating in different areas are encouraged**
 - **However, multiple DFC recipients may not serve the same zip code(s) unless there is written evidence of cooperation between the overlapping coalitions.**

DFC ELIGIBILITY

- **Eligible applicants are community-based coalitions addressing youth substance use that have never received a DFC grant**
- **Applicants must meet all Statutory Eligibility Requirements**
 - **See Statutory Eligibility Requirements in Table 1; must meet the requirements AND share required evidence (documentation) where required to document (i.e. Attachment A: 12 CIAs)**

DFC ELIGIBILITY

- **Requirement 1 (12 Sectors): Coalition must consist of one or more representatives from each of the required 12 sectors**
- **An individual member of the coalition may serve as a representative of not more than one sector category**

DFC ELIGIBILITY

12 Sectors

- Youth (18 or younger)
- Parent
- Business
- Media
- School
- Youth-serving organization
- Law enforcement
- Religious/Fraternal organization
- Civic/Volunteer groups (i.e., local organizations committed to volunteering, not a coalition member designated as a “volunteer”)
- Healthcare professional or organization (i.e., primary care, hospitals, etc.)
- State, local, or tribal governmental agency with expertise in the field of substance abuse (including, if applicable, the state agency with primary authority for substance abuse)
- Other organization involved in reducing substance abuse

DFC ELIGIBILITY

- **Requirement 2 (Six Month Existence):** The coalition must demonstrate that members have worked together on substance abuse reduction initiatives for a period of not less than 6 months at the time of submission of the application, acting through entities such as task forces, subcommittees, or community boards.
- **Coalition must also demonstrate substantial participation from volunteer leaders in the community**

DFC ELIGIBILITY

- **Requirement 3 (Mission Statement): The coalition must have as its principal mission the reduction of youth substance use, which, at a minimum, includes the use and abuse of drugs in a comprehensive and long-term manner, with a primary focus on youth in the community**

DFC ELIGIBILITY

- **Requirement 4 (Multiple Drugs of Abuse):** The coalition must have as its principal mission the reduction of youth substance use, which, at a minimum, includes the use and abuse of drugs in a comprehensive and long-term manner, with a primary focus on youth in the community

- **Substances may include, but are not limited to, narcotics, depressants, stimulants, hallucinogens, inhalants, marijuana, alcohol, and tobacco, where youth use is prohibited by federal, state, or local law.**

DFC ELIGIBILITY

- **Requirement 5 (DFC National Evaluation Requirement):**
The coalition must establish a system to measure and report outcomes, established and approved by the DFC Administrator, to the federal government

- **Applicants are not required at the time of application to be in compliance with the DFC National Cross-Site Evaluation Requirements**

DFC ELIGIBILITY

- **Requirement 6 (Entity Eligible to Receive Federal Grants):** The applicant must demonstrate that the coalition is an ongoing concern by demonstrating that the coalition is a non-profit organization or has made arrangements with a legal entity that is eligible to receive federal grants
- **Organizations eligible to receive federal funds as DFC grant recipients must be legally recognized domestic public or private nonprofit entities—i.e. state and local governments, federally recognized tribes, state recognized tribes, urban Indian organizations (as defined in P.L. 94-437, as amended), public or private universities and colleges, professional associations, voluntary organizations, self-help groups, consumer and provider services-oriented constituency groups, community- and faith-based organizations, and tribal organizations**

DFC ELIGIBILITY

- **Requirement 7 (Substantial Support from Non-Federal Sources):** The coalition must have a strategy to solicit substantial financial support from non-federal sources to ensure that the coalition is self-sustaining

DFC ELIGIBILITY

- **Requirement 8 (Federal Request): The applicant must not request more than \$125,000 in federal funds per year**

DFC ELIGIBILITY

- **Requirement 9 (Zip Code Overlap): Two DFC-funded coalitions may not serve the same zip code(s) unless both coalitions have clearly described their plan for collaboration in their application and each coalition has independently met the eligibility requirements**

DFC ELIGIBILITY

- **Requirement 10 (One grant at a time): Grant recipients may be awarded only one grant at a time through the DFC Support Program**

DFC ELIGIBILITY

- **Requirement 11 (No more than 10 years of DFC funding):
The applicant must not request more than \$125,000 in
federal funds per year**

REQUIRED APPLICATION COMPONENTS

- **Application for Federal Assistance (SF-424):** This form must be completed by applicants for all SAMHSA grants. In addition, all applicants must provide a Dun and Bradstreet (DUNS) number and register in the System for Award Management (SAM)
- **Budget Information Form: Use SF-424A**
- **Table of Contents:** The bottom right corner of every page in the application must be numbered

REQUIRED APPLICATION COMPONENTS

- **Community Overview:** The Community Overview describes the key features of the community--it should be no longer than 1 page in length
- **Project Narrative:** The Project Narrative (Section V-5.3 of the FOA) describes the efforts the coalition will undertake to address youth substance use; it consists of five questions, and must be at a minimum 10 pages and no longer than 15 pages
- **Budget Narrative:** The Budget Narrative (Appendix F) provides an itemized line item breakdown and narrative detail about both the federal request and the non-federal match

REQUIRED APPLICATION COMPONENTS

- **Attachments 1 through 11**
 - **Applications with additional attachments will not receive a higher score**
- **Assurances: Non-Construction Programs**
- **Certifications**

REQUIRED APPLICATION COMPONENTS

- **Project Performance Site Location(s) Form: The purpose of this form is to collect location information on the site(s) where work funded under this grant announcement will be performed**
- **Disclosure of Lobbying Activities**

REQUIRED APPLICATION COMPONENTS

- **Checklist: The Checklist ensures that you have obtained the proper signatures, assurances, and certifications**
- **Documentation of non-profit status as required in the Checklist.**
- **Pre-Submission Verification Checklist: Use the checklist found in Appendix Q; this verification ensures that you have accurately documented the eligibility requirements and included all major components of the application; not required to be submitted with the application.**

FUNDING LIMITATIONS

Some funding limitations are:

- **Food is generally unallowable**
 - **Food costs are not allowable for general coalition or subcommittee meetings**

- **No more than 10 percent of the total federal grant award may be used for data collection and evaluation purposes unless approved by SAMHSA**

- **DFC grant funds may not be used to provide funding to community organizations through mini-grants, including one coalition funding another coalition**

FUNDING LIMITATIONS


Some funding limitations are:

- **The Program Director/Principal Investigator (PD/PI) must be an employee of the recipient organization, overseeing the day to day operations of the grant, and must be identified in the 'Personnel' budget category as either Federal or Non-Federal**
- **DFC grant funds may not be utilized for the following: law enforcement equipment, drug search detection canines or related training, drug courts, lighting, or community gardening efforts**
- **Cost of Promotional items are generally unallowable; however, the exception would be for program outreach, and other specific purposes necessary to meet the requirements, goals, and objectives of the Federal grant award**

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QUESTIONS?



THANK YOU!

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DAODAS

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[*Please reach out to your Regional Capacity Coach for assistance.](#)