

**Legislative Development Committee Meeting**  
**Tuesday, September 21, 2021 5:00 PM**  
**Crete City Hall**  
**243 E 13th Street**  
**Crete, NE 68333**

**1. Open Meeting**

- In accordance with Nebraska law, a copy of the Open Meetings Act can be found in the back of the Council Chambers.
- Items listed on the agenda may be considered in any order.

**2. Roll Call**

- Attendance of members will be recorded to determine the presence of a quorum for official actions.

**3. Items of Business**

- The Committee may discuss or limit discussion on, hear testimony in favor of or in opposition to, or take action to provide a recommendation to the City Council on any matter presented under this title.
- A. Consider a recommendation to the City Council authorizing the Community Assistance Director to apply for a Region V Systems Winter 2021 Mini-Grant application for training.

**4. Officers' Reports**

- Reports may be given by the Mayor, Officers, Departments, or Councilmembers concerning the current operations of the City.
- No action can be taken on matters presented under this title except to answer any questions or to refer the matter for further action.

**5. Adjournment**

**Disclaimers & Notices**

- The Council may enter into closed session to discuss any matter on this agenda when it is determined that a closed session is clearly necessary for the protection of the public interest or the prevention of needless injury to the reputation of an individual (if such individual has not requested a public meeting) or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was called. If the motion to close passes, then immediately prior to the closed session the Mayor shall restate on the record the limitation of the subject matter of the closed session.
- The City of Crete assures that no person shall on the grounds of race, color, national origin, age, disability, handicap or sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of the City receiving Federal financial assistance. To report discrimination, contact the City Clerk's office.
- The complete agenda with attachments is available at [www.crete.ne.gov](http://www.crete.ne.gov).

I, Nancy Tellez Community Assistance Director, would like to ask for approval from the Crete City Council to submit an application for the Region V Systems Winter 2021 Mini-Grant Cycle. I would like to apply for this grant to help cover half of the training fee for the Bridges Out of Poverty online Trainer Certification. This training includes in-depth work on the Bridges Out of Poverty, how to apply the concepts, and all the comprehensive research and training materials are provided.

I believe that through becoming a certified trainer I will be learning about poverty reduction strategies that I can share with my clients in the Community Assistance Office and the community in general. This training will allow me to gain new skills that I will be able to put to action in workshops I plan to offer free of charge within my community.

The Bridges Out of Poverty Trainer Certification costs \$1,299 and I would like to apply for the grant to hopefully get half of the cost paid. The application due date is October 7<sup>th</sup>, 2021 and the grant awards will be announced on November 8<sup>th</sup>, 2021.

## Region V Systems

### Winter 2021 Mini-Grant Cycle

#### PURPOSE OF MINI-GRANT FUNDS

The purpose of the mini-grants is to build community capacity through partnerships and collaborations to increase prevention sustainability. The intent of the funds is that they be used as “seed” money to start programs, organizations, community coalitions, etc., in areas where funding is lacking.

While we believe that there are many areas of prevention that need attention, these funds will only be awarded to activities geared toward preventing alcohol, tobacco, and other drug (ATOD) use. It is important that the activities you are coordinating are consistent with those that have been prioritized by the Regional Prevention Coordination. Thus, in order to be considered for funding, you must receive technical assistance from the prevention director.

#### MINI-GRANT TIME-LINE

September 7, 2021	Grant Announcement Letter
September 21, 2021	Letter of Interest due back to Region V Systems
September 29, 2021	Last day to contact prevention director for technical assistance
October 7, 2021	Grant applications due back to Region V Systems
Week of Oct 11, 2021	Application Review
October 27, 2021	Advisory Committee (BHAC) recommendation to Regional Governing Board
November 8, 2021	Regional Governing Board awards grants

#### TECHNICAL ASSISTANCE

Technical assistance involves a dialogue between you and the prevention director, and it should begin as early as possible to ensure the most effective programming is proposed. At a minimum, this dialogue should include, but is not limited to:

- Proposal
- How it relates to the federal prevention framework
- Budget
- Plan for implementation
- Qualifications of trainers

#### MINI-GRANT PRIORITIES

- Parenting Empowerment
- Environmental Efforts (i.e., responsible beverage services policy and drug-free workplace)
- Education and/or Alternatives for High-Risk Populations
- Community collaboration and program capacity building
- Community collaboration
- Program capacity building and sustainability

#### CRITERIA

- Research-Based
- Involvement of target group in planning primary prevention for substance abuse
- Receive technical assistance from the prevention director

# Region V Mini-Grant Prevention Strategies

## **Information Dissemination:**

This strategy provides awareness and knowledge of alcohol, tobacco, and other drug (ATOD) issues. It also provides awareness of available prevention programs and services. This strategy is characterized by one-way communication. This is defined as a presenter providing information and the audience simply listening or reading the material. Examples of activities used within this strategy are (but not limited to):

- media campaigns
- brochures
- radio/TV public service announcements
- speaking engagements
- health fairs/health promotions

## **Prevention Education:**

This strategy uses two-way communication. The educator/facilitator and the participants interact with each other. Activities under this strategy provide skills to make health decisions about drug use, social situations, and messages they receive (such as television commercials). Examples of activities used within this strategy are (but not limited to):

- ongoing classroom and/or small group sessions
- parenting and family management classes
- peer leader/helper programs
- skill-building programs (decision making skills, refusal skills, and social skills)
- children of substance abusers (COSA) educational groups/classes

## **Alternatives (Drug-Free Activities):**

This strategy allows people to experience activities free from alcohol, tobacco, and other drug use. The goal is to give people, especially youth, examples of healthy lifestyles and behaviors. The intent is to decrease their interest in, or delay the onset of, using alcohol, tobacco, and other drugs. Examples of activities used within this strategy are (but not limited to):

- drug-free recreational events
- peer leader/helper retreats
- youth/adult leadership retreats
- community drop in centers

### **Community-Based Prevention:**

The purpose of this strategy is community planning for local alcohol, tobacco, and other drug prevention services. This would include organizing, planning, networking, and coalition building. Examples of activities used within this strategy are (but not limited to):

- community and volunteer training (e.g. neighborhood action training)
- systematic planning
- community team building

### **Environmental Prevention:**

This strategy looks at developing or changing community standards or policies which affect alcohol, tobacco, and other drug use in the community. The goal is to create environments that support people in making healthy decisions. This includes activities which focus on legal and regulatory issues. This also includes activities that directly influence the community environment. Examples of activities used within this strategy are (but not limited to):

- modifying alcohol advertising practices
- assessing events involving alcohol consumption
- surveys to identify community issues/problems
- promoting responsible beverage service practices

### **Problem Identification and Referral:**

This strategy's goal is the identification and referral of people whose use of alcohol, tobacco and other drugs is harmful or illegal. "Other drugs include over-the-counter, prescription, and illicit drugs." Examples of activities used within this strategy are (but not limited to):

- screenings and information disseminations regarding intervention agencies (such as Employee Assistance Programs [EAPs], drug diversion programs, etc.)
- DUI/DWI education programs
- referral source cards for local service agencies
- talks on signs/symptoms of alcohol, tobacco, and other drug abuse

Region V Systems

Winter 2021 Mini-Grant Cycle

Letter of Interest

Name of Applicant Group: Nancy Tellez Community Assistance Office

Contact Person: Nancy Tellez

Address, City, Zip Code: 243 East 13<sup>th</sup> St Crete, NE 68333

Telephone Numbers: Day - (\_\_\_\_) \_\_\_\_\_ Evening - (\_\_\_\_) \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**Please describe the prevention activities you plan to propose for your community.**

*Note: This is a letter of interest; you are not committed to only those programs you propose. As the process continues, and you receive technical assistance, you may want to change the focus of your grant proposal.*

\_\_\_\_\_

**This Letter of Interest is due on or before September 21, 2021, and submitted to: [kleintz@region5systems.net](mailto:kleintz@region5systems.net)**

*ALL MINI-GRANT FORMS AND INFORMATION ARE AVAILABLE ON OUR WEBSITE: [www.region5systems.net](http://www.region5systems.net)*

## **Examples of Priority Activities**

(For illustration only - others may be considered)

### **Parent Empowerment**

- Parent support networks or discussion groups (formal or informal)
- Parent networks to change community norms on teen alcohol use (such as “Safe Homes”)
- Interactive parent training (2 or more sessions)

### **Environmental Efforts**

- Responsible Beverage Service training
- Policy panels
- Workplace policy reviews/training
- Community forums on ATOD issues
- Forming community groups to address specific harmful ATOD norms or policies

### **Education/Alternatives for Higher-Risk Populations** (see list)

- Service Learning activities
- Mentoring/tutoring activities
- Drug-free leadership opportunities training
- Challenge/Adventure experiences
- Drug-free recreation experiences

## **Higher-Risk Factors**

(Examples only—other factors related to ATOD use may be considered)

NOTE: These factors statistically increase a person’s chances for experiencing alcohol/drug problems, but do not cause those problems. A variety of resiliency or protective factors can similarly lower the risk for problems. Region V uses these factors to help focus intensive prevention efforts on those for whom they will do the most good, without labeling the individuals involved.

### **YOUTH IN HIGHER-RISK ENVIRONMENTS/SITUATIONS MAY INCLUDE:**

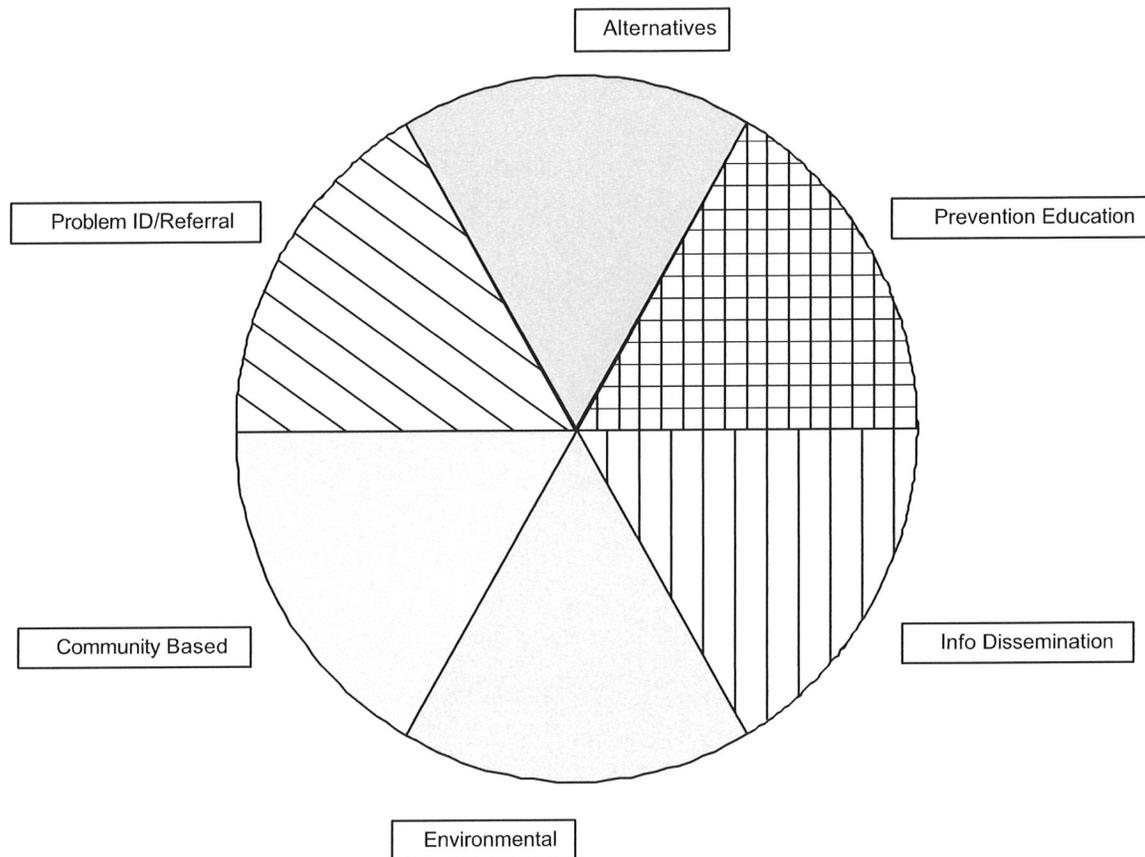
- \* Economically disadvantaged
- \* Children of alcoholic/drug-abusing parents
- \* Abused or neglected
- \* Beginning to associate with gang-oriented or drug-using groups
- \* Latchkey situations
- \* Homeless or runaway
- \* Pregnant or parenting
- \* Dropped out of, or experiencing failure in school
- \* Experiencing mental health problems (including considering suicide)
- \* Committed a violent or delinquent act

### **RISKS AT OTHER LIFE STAGES**

- \* Pregnant or post-partum mothers who use alcohol, tobacco or other drugs
- \* Adults in “mid-life” crisis
- \* Elders/seniors 65 and over, especially when isolated due to retirement or widowhood

Service for populations at higher risk may be selective (group risk factors are identified) or indicated (individuals are identified at a very high risk, but not diagnosed with alcohol/drug problems).

# Region V Mini-Grant Comprehensive Prevention Strategies



Alcohol and other drug prevention is a process which empowers individuals and systems to meet the challenges of life events by providing an environment that promotes and maintains healthy lifestyles and behaviors. Effective prevention is comprehensive, targeting multiple systems (families, schools, communities, government agencies, etc.) and using multiple strategies. These strategies are explained on the following page.

A comprehensive prevention program includes all six strategies accomplished through a variety of activities. We recognize that communities are in different stages of their prevention efforts. You are not required to include plans for all six strategies in your grant application. Prevention staff members are available to provide technical assistance in achieving as many activities as your community is interested in planning. We encourage activities that involve one or more of the prevention strategies.

## Regional V Systems

### Prevention Mini-Grant Review Standards

#### General Application Guidelines

The purpose of the mini-grants is to build community capacity to support and sustain substance abuse prevention efforts throughout southeast Nebraska. Requests, such as the following, that include collaboration and partnership building will be given special consideration:

- Ask for "seed money" for innovative, new ideas and pilot projects
- Include plans for sustainability
- Propose outreach to rural and ethnic minority populations

#### Grant Cycles

- Summer: April through July
- Winter: September through November

All applications for Region V mini-grants should include:

#### Narrative

- Be specific, detailed, and concise throughout your application.
- Specify which substance abuse prevention intervention strategy or strategies your application addresses.
- Clearly identify the problem or need your application addresses or the community strengths it builds upon. Use data to back up your statement of need or strength.
- Describe the impact your proposed project will have on the entire community.
- Describe the projected outcomes that clearly illustrate how project participants will benefit.
- Include a plan for project follow up or evaluation.

#### Budget

- Detail project income and expense and specify any local support/collaboration.
- Clearly link all budget requests to information provided in the narrative section of your application.
- Include information about any/all local support obtained for the project, including detailed description of in-kind contributions.
- Describe how your project will be sustained beyond this project period (if applicable).
- Include cost comparison information for any requests to purchase goods or services (e.g., van rental vs. mileage reimbursement, Camp XYZ vs. Camp ABC).

**NOTE: Applicants seeking Region V mini-grant funding must request technical assistance as directed. Technical assistance contacts are required to be eligible for funding. No project will be fully funded by a mini-grant, so in-kind and matching dollars are encouraged.**

#### Substance abuse prevention activities that will receive higher priority include:

- Projects involving partnerships and collaborations
- Initiation of new and innovative ideas, pilot, and demonstration projects

- Outreach to rural and minority populations
- Projects that include sustainability plans
- Environmental strategies
- Media advocacy/social marketing

**Substance abuse prevention activities that are considered a lower priority include:**

- State/regional youth retreat registration fees
- Speaker reimbursements
- Youth and adult travel costs

**Not eligible for grant review:**

- Grants to individuals or schools (though school clubs or organizations may apply through a parent organization or a foundation)
- Support for organizations that discriminate in any way (gender, ethnicity, etc.)
- Reimbursement for intervention services, i.e. drug kits or drug testing
- Travel expenses for entertainment-related activities
- Support for agencies receiving Region V Prevention funding

**Allowable Costs Guidelines**

Although they are not necessarily high funding priorities, the Region places these restrictions on expenses that are sometimes requested:

**1) State/Regional Retreats**

- No more than 50 percent of individual registrations fees for no more than 10 youth. Special funding will be considered on an individual need basis.

**2) Speaker Fees and Honoraria**

- No more than \$500 per speaker.

**3) Videos, Books, and Curricula**

- Any videos, books, or curricula purchased with mini-grant dollars are the property of Region V and may be retained for a period of one year when they are returned to Region V and maintained as library resources available for checkout by all Region V Communities.

**4) Food and Giveaways**

- Substance abuse Prevention Block Grant funds **do not allow** for food, t-shirts, or giveaways with any activities/strategies requesting funding.

**5) Promotional Materials**

- Promotional Materials—up to \$250, which must be matched locally. Requests must be specific and include an explanation of what is being purchased and why/how it is relevant to ATOD prevention. This **does not** include food or giveaways.
- Unless special circumstances apply, products purchased with mini-grant dollars allocated cannot be sold.

**6) Six Federal Strategies**

- With any alternative activity provided throughout the coalition, there needs to be an educational component regarding ATOD (Alcohol, Tobacco, and Other Drugs).