

## City of Coffeyville

### Alcohol and Drug Funding Application Information

**Applications for funding must be complete and submitted to the City Clerk at 102 W. 7<sup>th</sup>, by 5:00 p.m., Friday, July 19, 2019.**

**General Information:** The State of Kansas has created an Alcoholic Liquor Fund and describes how those moneys are to be distributed back to local units of government in K.S.A. 79-41a04d. For cities with a population greater than 6,000, the law sets forth that 1/3 of the money be credited to the general fund, 1/3 be credited to a special parks and recreation fund and 1/3 to a special alcohol and drug program fund. The City Commission considers requests for the allocation of the 1/3 which goes to the special alcohol and drug program fund from groups or agencies that provide services benefiting the Coffeyville community.

Funding will be based solely on the assumption the special alcohol tax monies will be granted to municipalities by the State of Kansas. In the event the monies are not granted to the City, there will be no monies distributed. The funds are to be used pursuant to the State of Kansas K.S.A. 79-41a04d defined use.

**K.S.A. 79-41-a04d - Special Alcohol & Drug Fund:** Moneys in the special alcohol and drug programs fund shall be expended only for the purchase, establishment, maintenance or expansion of services or programs whose principal purpose is alcoholism and drug abuse prevention and education, alcohol and drug detoxification, 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.

**Applications will be reviewed by city staff.** Following their review, the city staff will forward recommendations for funding to the City Commission. Recommendations will be based upon the availability of funds, the need demonstrated through the organization's application, the stated objectives of the applicant's program, past performance by the group or agency in adhering to funding guidelines (as appropriate), and the ability to measure progress toward the program objectives.

All agencies making application will be notified of the recommendations prior to the Commission meeting. Representatives of the agency should attend the meeting to answer any questions the Commissioners may have.

The final decision regarding funding will be made by the City Commission.

**Alcohol and Drug Fund Information.** Below are descriptions of the categories of programs that may be funded with Special Alcohol Tax. An organization may apply in as many categories as it chooses.

**Prevention.** Activities related to prevention of drug and alcohol abuse are described below.

- *Universal Prevention:* The goal of prevention is to deter the onset of substance abuse by providing all individuals with information and skills needed to prevent the problem.
- *Selective Prevention:* Target subgroups that are believed to be at greater risk than others. Risk groups may be identified on the basis of age, biological, psychological, social or environment risk factors known to be associated with substance abuse.
- *Indicated Prevention:* Identify individuals who exhibit early signs of substance abuse and associated behavior and to target them with special programs. An example of an indicated prevention strategy might be for high school students who experience truancy, failing grades and depression.

**Treatment & Recovery.** Treatment and recovery related activities are described below:

- *Assessment/Evaluations:* Assessment and Evaluation is the process of identifying the extent of a substance abuse problem through the process of background assessments and interviews.
- *Therapy:* This section includes inpatient, outpatient or educational processes to assist the client in addressing substance abuse issues.

- *Aftercare:* Aftercare includes efforts to reintegrate clients into a normal living situation and support a substance free existence. Aftercare may also include on-going therapy with clinical, family support and self-help programs.

**Intervention.** Activities related to intervention include initial assessment of individuals who have problems with substances and making appropriate referrals. Intervention also includes efforts to interrupt the use of substances in order to connect the client with proper treatment resources.

**Coordination.** Comprehensive and coordinated efforts provide multiple benefits when communities address alcohol and other drug problems. A community-wide approach is effective because:

- 1) It affects the entire social environment, which allows communities to have strategic approach to addressing norms, values, and policies as well as changing conditions that place children at risk.
- 2) It develops broad base of support and teamwork which allows all agencies involved to fully understand their contribution to the overall single strategy to address issues.
- 3) It brings results that are long lasting by integrating programs, services, and activities through existing organizations and extends the influence of all programs.

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

### **Application Program Description.**

Using no more than two, 8 ½ x 11 inch single-sided sheets of paper, describe the proposal. Include the following and label the information by letter in the narrative:

- a) The mission or purpose of the organization or program.
- b) A definition of the need including how the need was determined.
  - The need for the program should be clearly established and outlined. Provide statistical data to support the community need.
- c) A description of the program including the targeted population to be served.
  - The description should address how the program is designed to have long-term effects on a person's decision about drug and alcohol use.
- d) A description of the desired outcomes of the program.
  - Describe how the program will achieve the outcomes.
- e) How the effectiveness of the project will be measured.
  - Describe how the program will measure success.
- f) Who will be responsible for the program.
  - Who will deliver, assess and ensure the quality of funded programs.
- g) A description of the timeline for the program.
- h) How the program will advertise and acknowledge the support of the City of Coffeyville.

**Reporting Requirements.** All recipients of alcoholic liquor funds will be required to submit a report to the City of Coffeyville detailing how the funds were used by December 31, 2019. The report will include:

- Narrative of the project.
- Description of how the program achieved the outcomes.
- Accounting of funds.



2019  
REQUEST FOR LIQUOR TAX FUNDING  
Amount available for distribution: \$27,080.47

GENERAL INFORMATION

Name of Organization \_\_\_\_\_  
Address \_\_\_\_\_ City, State & Zip \_\_\_\_\_  
Contact Person \_\_\_\_\_ Phone \_\_\_\_\_  
Email \_\_\_\_\_  
Project Title \_\_\_\_\_  
Time period of program: From \_\_\_\_\_ to \_\_\_\_\_ Date funds needed \_\_\_\_\_

GOAL OF THE PROGRAM (Check one or more)

- Prevention and education for alcohol and drug abuse
- Treatment and recovery
- Intervention in alcohol and drug use
- Coordinated efforts to address alcohol and drug problems

FINANCES

Total program cost \$ \_\_\_\_\_ Requested amount \$ \_\_\_\_\_  
Other funding sources \_\_\_\_\_

Program should fit within one or more of the established categories.

Prevention \$ Intervention \$  
Treatment \$ Coordination \$

PROGRAM DESCRIPTION

The application is to include the following information:

- a) The mission or purpose of the organization or program
- b) A definition of the need, including how the need has been determined
- c) A description of the program including the targeted population to be served
- d) A description of the desired outcomes of the program
- e) How the effectiveness of the project will be measured
- f) Who is responsible for the program
- g) A description of the timeline for the project
- h) How the program will advertise and acknowledge the support of the City of Coffeyville

ALL INFORMATION MUST BE PROVIDED IN ORDER FOR APPLICATION TO BE CONSIDERED

City of Coffeyville  
P. O. Box 1629  
Coffeyville, KS 67337 620-252-6103