



# TOWN OF GRANBY

## MEMORANDUM

DATE: August 11, 2025

**TO:** The Granby Board of Selectman

**FROM:** Mike Walsh, Granby Town Manager 

**REGARDING:** **Approval of Local Prevention Council Grant Application & Spending**

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Please see the attached request from Sandra Yost, Director of Community Services with respect to the Local Prevention Council (LCP) Grant application.

### Next Steps

In order to apply for these grant funds, Catherine Lanyon will work with Sandy Yost to prepare an application for a two-year grant. If we are successful in securing the grant, the Finance Department will record the grant in its own account and then allow the expenditure to close out the account, thereby completing the grant transaction.

These two actions require Board of Selectmen approval. In most cases, Grants are recorded as Special Revenue and do not impact the General Fund.

Pursuant to section 10-6(e) of the Granby Town Charter, I am forwarding the request to you for approval, and request the following motion be made to allow the Town to accept and expend these LCP grant funds consistent with the terms of the grant.

### PROPOSED MOTION:

I move that the Board of Selectmen direct Town administration to apply for the Local Prevention Council Grant, and if the application is successful, to approve the corresponding expenditure of funds to support programs consistent with the intent of the grant.

I will be on hand at the meeting to answer any questions you may have on this transaction.

CC: Kimi Cheng, Director of Finance  
Sandy Yost, Director of Community Services  
Catherine Lanyon, Grants Administrator



# TOWN OF GRANBY

## MEMORANDUM

DATE: August 11, 2025

**TO:** Mike Walsh, Town Manager  
Kimi Cheng, Director of Finance

**FROM:** Sandra Yost, Director of Community Services

**REGARDING:** LPC (Local Prevention Council) Grant Application

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### **Background**

Connecticut Department of Mental Health and Addiction Services' (DMHAS) Prevention and Health Promotion Division, in collaboration with the Regional Behavioral Health Action Organizations (RBHAOs), annually funds over 150 community-based Local Prevention Councils (LPCs). LPCs build local capacity to plan and implement substance use/misuse prevention strategies to reduce problem behaviors and associated negative outcomes for all ages.

Granby Youth Service Bureau works with its Youth Services Bureau Advisory Board (YSBAB) to identify emergent related substance use/misuse. Recent example is the Youth Action Council, High School student group, providing opportunities for younger students to participate in engaging activities that have anti-vaping messaging – "Be Smart. Don't Start" vaping.

### **Request**

The FY25-26 grant allocation is \$3,020.21 for Granby. This grant period allows applicants to apply for a one year or for a two-year grant. The department will apply for the two-year option: 7/1/2025-6/30/2027. Applications are due Monday September 15, 2025.

### **Action required**

I request that you forward the request to the Board of Selectmen for approval to apply for the 2025 Connecticut Mental Health & Addiction Services grant program to support the services of local substance use disorder prevention (Local Prevention Councils).

Attachment: 2025 Connecticut Mental Health & Addiction Services grant program to support the services of local substance use disorder prevention (Local Prevention Councils)



**2025**

**GRANT PROGRAM TO SUPPORT THE SERVICES  
OF LOCAL SUBSTANCE USE DISORDER  
PREVENTION  
(LOCAL PREVENTION COUNCILS)**





## I. Background and Purpose

The CT Department of Mental Health and Addiction Services' (DMHAS) Prevention and Health Promotion Division, in collaboration with the Regional Behavioral Health Action Organizations (RBHAOs), annually funds over 150 community-based Local Prevention Councils (LPCs). These community-based coalitions build local capacity to plan and implement substance use/misuse prevention strategies to reduce problem behaviors and associated negative outcomes for all ages.

## II. Grant Requirements

### A. The Local Prevention Council

A LPC must be established to lead this grant. LPCs bring together a diverse group of community key stakeholders who represent multiple sectors including, but not limited to, businesses, health and behavioral healthcare, schools (private/public), local government, youth serving organizations, civic groups, and others (see below). LPC members work collaboratively on the identified problem substance priorities. LPC membership should strive to include at minimum the sectors noted in the wheel below.



- *Experienced LPCs* should review membership and identify what expertise and resources are needed to implement strategies to address the priority substance problems.
- *New/Novice LPCs* must first focus on building coalition capacity through identification and engagement of key stakeholders to join the LPC. Then they may begin addressing the statewide and local priority substance problems.

### B. The Strategic Prevention Framework

The federal Substance Abuse Mental Health Services Administration's (SAMHSA) [Strategic Prevention Framework](#) (SPF) guides all DMHAS' Prevention and Health Promotion Division initiatives to ensure data-driven decision making, planning, implementation, and continuous improvement to best address existing needs and gaps whether across the state, in a region or community, a specific setting, or of a particular population. All funded initiatives must utilize the SPF model, which is comprised of five elements: needs assessments, capacity building, planning, implementing evidenced based strategies, monitoring and evaluation, and also accounts for sustainability and cultural sensitivity to meet the unique needs of prioritized populations and communities. The RBHAOs provide support and guidance on use of the SPF to the LPCs.





**C. Priority Problem Substances**

Each LPC must collaborate with its RBHAO to:

- Identify Alcohol, Tobacco and Other Drug (ATOD) prevention needs within the community.
- Develop targeted strategies to address identified gaps while considering LPC capacity.
- Leverage opportunities to address and mitigate shared risk factors associated with poor mental health and suicide.

**D. Strategic Guidance and Goals**

LPCs must reference the [Regional Priority Report\(s\)](#) (2023 & 2025) to align programming with key recommendations. Collaborate with RBHAOs to identify relevant data sources is required to inform priority substances and populations. **See Appendix A.**

Each LPC must develop two priority goals:

- Substance Use Prevention Goal: Define the priority problem substance, target population, and desired outcomes.
- Capacity-building Goal: Strengthen LPC infrastructure and long-term sustainability efforts.

**E. Funding Levels**

- Grant awards range from \$2,2265.16 - \$10,356.82 per community, determined by population data. (US Census 2022). **See Appendix B.**
- LPCs may be eligible to apply for either one year or two-year funding. Reach out to the RBHAO in your respective region for further information.
  - **One year funding period** is 07/01/2025-06/30/26 or **two-year** funding period is for 07/01/2025-06/30/2027.

**F. Performance Expectations & Deliverables**

1. LPCs must submit deliverables according to the following schedules based on whether they receive one or two-year grants.

| LPCs funded for One Year                    |                                                             |            |
|---------------------------------------------|-------------------------------------------------------------|------------|
| Reporting Period                            | Report Type                                                 | Due Date   |
| <b>Year 1: July 1, 2025 – June 30, 2026</b> |                                                             |            |
| 07/01/2025-09/30/2025                       | Data, programmatic update, budget status report submission. | 10/15/2025 |
| 10/01/2025-12/31/2025                       | Data, programmatic update, budget status report submission. | 01/15/2026 |
| 01/01/2026-03/31/2026                       | Data, programmatic update, budget status report submission  | 04/15/2026 |
| 04/01/2026-06/30/2026                       | Data, final report, budget status report submission.        | 06/15/2026 |

| LPCs Funded for Two Years                   |                                                            |            |
|---------------------------------------------|------------------------------------------------------------|------------|
| Reporting Period                            | Report Type                                                | Due Date   |
| <b>Year 1: July 1, 2025 – June 30, 2026</b> |                                                            |            |
| 07/01/2025-09/30/2025                       | Data, programmatic update, budget status report submission | 10/15/2025 |

|                                             |                                                                   |            |
|---------------------------------------------|-------------------------------------------------------------------|------------|
| 10/01/2025-12/31/2025                       | Data, programmatic update, budget status report submission        | 01/15/2026 |
| 01/01/2026-03/31/2026                       | Data, programmatic update, budget status report submission        | 04/15/2026 |
| 04/01/2026-06/30/2026                       | Data, annual programmatic report, budget status report submission | 06/15/2026 |
| <b>Year 2: July 1, 2026 – June 30, 2027</b> |                                                                   |            |
| 07/01/2026-09/30/2026                       | Data, programmatic update, budget status report submission        | 10/15/2026 |
| 10/01/2026-12/31/2026                       | Data, programmatic update, budget status report submission        | 01/15/2027 |
| 01/01/2027-03/31/2027                       | Data, programmatic update, budget status report submission        | 04/15/2027 |
| 04/01/2027-06/30/2027                       | Data, final programmatic report, budget status report submission  | 06/15/2027 |

2. Conduct at least four LPC meetings annually.
3. Implement a minimum of two CSAP prevention strategies. *Note: Intervention and Treatment Services are **not eligible** for funding.*
  - a. Required activities must include information dissemination and capacity-building strategies. **See Appendix C.** – required activities are identified by asterisks and are in bold.
4. Actively engage in the DMHAS/RBHAO Priority Planning Process utilizing recommendations from the [Regional Priority Report\(s\)](#).
5. Attend RBHAO meetings and learning opportunities.
6. Participate in a mid-year check-in with the RBHAO by January 31.
7. Submit a workplan for RBHAO approval before implementation.

#### G. Funding Parameters and Eligibility Criteria

To qualify for funding, applicants must:

- Be a municipal-based entity or partnering community-based organization (CBO) designated by local government leadership. Application must be signed by the official municipal signatory (e.g. Town Manager, Finance Director, Mayor or First Selectman)
- If partnering with a Community-Based Organization, the LPC must have a town representative in good standing to ensure town commitment and capacity development (examples of appropriate town representatives can be human services, youth services, health departments, school district level, town leadership).
- Applicants may apply individually or submit a collaborative proposal with other municipalities. If two or more towns choose to apply jointly, an award equal to the total of the individual town allocations will be made. Joint applications must include:
  - Letters of collaborations and commitment from the chief elected official(s) of all participating towns.
  - Clear indication of the fiduciary entity responsible for the fund management and deliverables.
  - Each collaborating municipality must assign a designated representative to the coalition to ensure alignment with LPC Deliverables.



**Allowable and Restricted Expenses**

- Administrative costs: May not exceed 15% of total funding and not allowed to support direct service costs.
- Eligible expenses: This includes materials, supplies, equipment rentals.
  - Food expenses: Are limited to 5% of the total budget.
  - Honorariums: Capped at \$500 per individual.
- Reimbursement rates: Contractor reimbursement must comply with CT government salary guidelines (see [OPM Salaries and Wages Guidance for CT](#)).
- **Note:** Direct costs include salary, fringe, office supplies, equipment needed to provide services (e.g. computer, software), print materials, local travel, postage. *Indirect* costs typically a percentage applied to the direct that includes overhead like telephone and rent.
- Receipts must be maintained as you may need to submit them upon request.
- Restricted: Direct services for intervention or treatment are **not permissible**.

**H. Application Process and Deadlines**

- Submission Deadline: Proposals must be submitted by Monday, September 15<sup>th</sup>, 2025. Extensions may be granted upon request with the RBHAO.
- Review Process: Applications will undergo RBHAO review within *14 business days*, with potential follow-up.
- Project Start Date: Implementation begins 14 business days upon application approval.  
Funding Utilization:
  - One Year Grants: Funds must be expended by June 30, 2026. Any expenses after this date will not be covered.
  - Two Year Grants: Funds must be expended by June 30, 2027. Any expenses after this date will not be covered.
- See the Deliverables table for important deadlines related to data submission, budget status reports and final reports.

**I. Submission Instructions**

- Proposals must be developed with LPC member input.
- Complete all items using only the Funding Application Form (electronic submission required).
- For joint applications, submit one consolidated proposal.



**Appendix A: Regional Behavioral Health Action Organizations (RBHAO)****Region 1-Southern:**

*Janice Anderson, Director of Operations, Catalyst CT*  
*Giovanna Mozzo, Director*  
*Catalyst CT | The hub*  
 2470 Fairfield Avenue, 3<sup>rd</sup> floor  
 Bridgeport, CT 06605  
 Ph. 203-579-2727  
 Email [jandersen@catalystct.org](mailto:jandersen@catalystct.org); [gmozzo@catalystct.org](mailto:gmozzo@catalystct.org)  
 Website [www.catalystct.org/the-hub](http://www.catalystct.org/the-hub)  
 Towns: Bridgeport, Darien, Easton, Fairfield, Greenwich, Monroe, New Canaan, Norwalk, Stamford, Stratford, Trumbull, Weston, Westport, Wilton

**Region 2-Southcentral:**

*Pamela A. Mautte, Director*  
*Alliance for Prevention & Wellness (APW) |*  
*A Program of BHcare*  
 127 Washington Ave. 3rd Fl. West  
 North Haven, CT 06483  
 Ph. 203-736-8566  
 Email [pmautte@bhcare.org](mailto:pmautte@bhcare.org)  
 Website [www.apw-ct.org](http://www.apw-ct.org)  
[www.facebook.com/apwct](https://www.facebook.com/apwct)  
[www.twitter.com/apwct](https://www.twitter.com/apwct)  
 Towns: Ansonia, Bethany, Branford, Chester, Clinton, Cromwell, Deep River, Derby, Durham, East Haddam, East Hampton, East Haven, Essex, Guilford, Haddam, Hamden, Killingworth, Madison, Meriden, Middlefield, Middletown, Milford, New Haven, North Branford, North Haven, Old Saybrook, Orange, Portland, Seymour, Shelton, Wallingford, Westbrook, West Haven, Woodbridge.

**Region 3-Eastern:**

*Mark Irons, Executive Director*  
*Jennifer Buckley, Assistant Director*  
*Southeastern Regional Action Council (SERAC)*  
**228 West Town St.**  
**Norwich, CT 06360**  
 Ph. 860-848-2800  
 Email [miron@seracct.org](mailto:miron@seracct.org); [jbuckley@seracct.org](mailto:jbuckley@seracct.org)  
 Website [www.secracct.org](http://www.secracct.org)  
 Towns: Ashford, Bozrah, Brooklyn, Canterbury, Chaplin, Colchester, Columbia, Coventry, East Lyme, Eastford, Franklin, Griswold, Groton, Hampton, Killingly, Lebanon, Ledyard, Lisbon, Lyme, Mansfield, Montville, New London, North Stonington, Norwich, Old Lyme, Plainfield, Pomfret, Preston, Putnam, Salem, Scotland, Sprague, Sterling, Stonington, Thompson, Union, Voluntown, Waterford, Willington, Windham, Woodstock.

**Region 4-Northcentral:**

*Allyson Nadeau, Executive Director*  
*Amplify, Inc.*  
 178 Oakwood Drive  
 Glastonbury, CT 06033  
 Ph. 860-267-5439  
 Email [anadeau@amplifyct.org](mailto:anadeau@amplifyct.org)  
 Website [www.amplifyct.org](http://www.amplifyct.org)  
 Towns: Andover, Avon, Berlin, Bloomfield, Bolton, Bristol, Burlington, Canton, East Granby, East Hartford, East Windsor, Ellington, Enfield, Farmington, Glastonbury, Granby, Hartford, Hebron, Kensington, Manchester, Marlborough, New Britain, Newington, Plainville, Plymouth, Rocky Hill, Simsbury, Somers, South Windsor, Southington, Stafford, Suffield, Tolland, Vernon, West Hartford, Wethersfield, Windsor, Windsor Locks.

**Region 5-Western:**

*Allison A. Fulton, Executive Director*  
*Western CT Coalition*  
 27 Siemon Company Drive, Suite 304 West  
 Watertown, CT 06795  
 Ph. 203-743-7741  
 Email [afulton@WCTCoalition.org](mailto:afulton@WCTCoalition.org)  
 Website [www.WCTCoalition.org](http://www.WCTCoalition.org)  
 Towns: Barkhamsted, Beacon Falls, Bethel, Bethlehem, Bridgewater, Brookfield, Canaan, Cheshire, Colebrook, Cornwall, Danbury, Goshen, Hartland, Harwinton, Kent, Litchfield, Middlebury, Morris, Naugatuck, New Fairfield, New Hartford, New Milford, Newtown, Norfolk, North Canaan, Oxford, Prospect, Redding, Ridgefield, Roxbury, Salisbury, Sharon, Sherman, Southbury, Thomaston, Torrington, Warren, Washington, Waterbury, Watertown, Winchester, Winsted, Wolcott, and Woodbury.



## Appendix B: Grant Award Amounts

| Towns: Southern CT     | Region | Census  | Range          | SFY2024 Award (\$) |
|------------------------|--------|---------|----------------|--------------------|
| Bridgeport             | 1      | 144,229 | Over 130,000   | 10356.82           |
| Darien                 | 1      | 20,732  | 17,001-22,000  | 4152.79            |
| Easton                 | 1      | 7,490   | 4,501-8,000    | 2875.5             |
| Fairfield              | 1      | 59,404  | 40,001-75,000  | 7141.55            |
| Greenwich              | 1      | 61,171  | 40,001-75,000  | 7141.55            |
| Monroe                 | 1      | 19,479  | 17,001-22,000  | 4152.79            |
| New Canaan             | 1      | 19,738  | 17,001-22,000  | 4152.79            |
| Norwalk                | 1      | 85,603  | 75,001-130,000 | 8972.55            |
| Stamford               | 1      | 122,643 | 75,001-130,000 | 8972.55            |
| Stratford              | 1      | 51,384  | 40,001-75,000  | 7141.55            |
| Trumbull               | 1      | 36,018  | 30,001-40,000  | 5662.9             |
| Weston                 | 1      | 10,179  | 8,001-12,000   | 3020.21            |
| Westport               | 1      | 26,391  | 22,001-30,000  | 5342               |
| Wilton                 | 1      | 18,062  | 17,001-22,000  | 4152.79            |
| Towns: Southcentral CT | Region | Census  | Range          | SFY2024 Award      |
| Ansonia                | 2      | 19,249  | 17,001-22,000  | 4152.79            |
| Bethany                | 2      | 5,563   | 4,501-8,000    | 2875.5             |
| Branford               | 2      | 28,026  | 22,001-30,000  | 5342               |
| Chester                | 2      | 3,994   | 1-4500         | 2265.16            |
| Clinton                | 2      | 13,260  | 12,001-17,000  | 4152.79            |
| Cromwell               | 2      | 14,005  | 12,001-17,000  | 4152.79            |
| Deep River             | 2      | 4,629   | 4,501-8,000    | 2875.5             |
| Derby                  | 2      | 12,902  | 12,001-17,000  | 4152.79            |
| Durham                 | 2      | 7,388   | 4,501-8,000    | 2875.5             |
| East Haddam            | 2      | 9,126   | 8,001-12,000   | 3020.21            |
| East Hampton           | 2      | 12,959  | 12,001-17,000  | 4152.79            |
| East Haven             | 2      | 29,257  | 22,001-30,000  | 5342               |
| Essex                  | 2      | 6,683   | 4,501-8,000    | 2875.5             |
| Guilford               | 2      | 22,375  | 22,001-30,000  | 5342               |



# LOCAL PREVENTION COUNCILS

2025 - 2026

|                          |               |               |               |                      |
|--------------------------|---------------|---------------|---------------|----------------------|
| Haddam                   | 2             | 8,346         | 8,001-12,000  | 3020.21              |
| Hamden                   | 2             | 60,960        | 40,001-75,000 | 7141.55              |
| Killingworth             | 2             | 6,525         | 4,501-8,000   | 2875.5               |
| Madison                  | 2             | 18,269        | 17,001-22,000 | 4152.79              |
| Meriden                  | 2             | 60,868        | 40,001-75,000 | 7141.55              |
| Middlefield              | 2             | 4,425         | 1-4500        | 2265.16              |
| Middletown               | 2             | 47,648        | 40,001-75,000 | 7141.55              |
| Milford                  | 2             | 52,759        | 40,001-75,000 | 7141.55              |
| New Haven                | 2             | 130,660       | Over 130,0000 | 10356.82             |
| North Branford           | 2             | 14,407        | 12,001-17,000 | 4152.79              |
| North Haven              | 2             | 24,093        | 22,001-30,000 | 5342                 |
| Old Saybrook             | 2             | 10,242        | 8,001-12,000  | 3020.21              |
| Orange                   | 2             | 13,956        | 12,001-17,000 | 4152.79              |
| Portland                 | 2             | 9,508         | 8,001-12,000  | 3020.21              |
| Seymour                  | 2             | 16,540        | 12,001-17,000 | 4152.79              |
| Shelton                  | 2             | 40,999        | 40,001-75,000 | 7141.55              |
| Wallingford              | 2             | 45,135        | 40,001-75,000 | 7141.55              |
| West Haven               | 2             | 55,564        | 40,001-75,000 | 7141.55              |
| Westbrook                | 2             | 6,938         | 4,501-8,000   | 2875.5               |
| Woodbridge               | 2             | 8,990         | 8,001-12,000  | 3020.21              |
| <b>Towns: Eastern CT</b> | <b>Region</b> | <b>Census</b> | <b>Range</b>  | <b>SFY2024 Award</b> |
| Ashford                  | 3             | 4,317         | 1-4500        | 2265.16              |
| Bozrah                   | 3             | 2,627         | 1-4500        | 2265.16              |
| Brooklyn                 | 3             | 8,210         | 8,001-12,000  | 3020.21              |
| Canterbury               | 3             | 5,132         | 4,501-8,000   | 2875.5               |
| Chaplin                  | 3             | 2,305         | 1-4500        | 2265.16              |
| Colchester               | 3             | 16,068        | 12,001-17,000 | 4152.79              |
| Columbia                 | 3             | 5,485         | 4,501-8,000   | 2875.5               |
| Coventry                 | 3             | 12,435        | 12,001-17,000 | 4152.79              |
| East Lyme                | 3             | 19,159        | 17,001-22,000 | 4152.79              |
| Eastford                 | 3             | 1,749         | 1-4500        | 2265.16              |
| Franklin                 | 3             | 1,922         | 1-4500        | 2265.16              |



# LOCAL PREVENTION COUNCILS

2025 - 2026

|                               |               |               |               |                      |
|-------------------------------|---------------|---------------|---------------|----------------------|
| Griswold                      | 3             | 11,951        | 8,001-12,000  | 3020.21              |
| Groton                        | 3             | 40,115        | 40,001-75,000 | 7141.55              |
| Hampton                       | 3             | 1,863         | 1-4500        | 2265.16              |
| Killingly                     | 3             | 17,370        | 17,001-22,000 | 4152.79              |
| Lebanon                       | 3             | 7,308         | 4,501-8,000   | 2875.5               |
| Ledyard                       | 3             | 15,051        | 12,001-17,000 | 4152.79              |
| Lisbon                        | 3             | 4,338         | 1-4500        | 2265.16              |
| Lyme                          | 3             | 2,406         | 1-4500        | 2265.16              |
| Mansfield                     | 3             | 26,543        | 22,001-30,000 | 5342                 |
| Montville                     | 3             | 19,571        | 17,001-22,000 | 4152.79              |
| New London                    | 3             | 27,620        | 22,001-30,000 | 5342                 |
| North Stonington              | 3             | 5,297         | 4,501-8,000   | 2875.5               |
| Norwich                       | 3             | 40,493        | 40,001-75,000 | 7141.55              |
| Old Lyme                      | 3             | 7,603         | 4,501-8,000   | 2875.5               |
| Plainfield                    | 3             | 15,405        | 12,001-17,000 | 4152.79              |
| Pomfret                       | 3             | 4,247         | 1-4500        | 2265.16              |
| Preston                       | 3             | 4,726         | 4,501-8,000   | 2875.5               |
| Putnam                        | 3             | 9,584         | 8,001-12,000  | 3020.21              |
| Salem                         | 3             | 4,151         | 1-4500        | 2265.16              |
| Scotland                      | 3             | 1,726         | 1-4500        | 2265.16              |
| Sprague                       | 3             | 2,984         | 1-4500        | 2265.16              |
| Sterling                      | 3             | 3,830         | 1-4500        | 2265.16              |
| Stonington                    | 3             | 18,545        | 17,001-22,000 | 4152.79              |
| Thompson                      | 3             | 9,458         | 8,001-12,000  | 3020.21              |
| Union                         | 3             | 854           | 1-4500        | 2265.16              |
| Voluntown                     | 3             | 2,603         | 1-4500        | 2265.16              |
| Waterford                     | 3             | 19,517        | 17,001-22,000 | 4152.79              |
| Willington                    | 3             | 6,041         | 4,501-8,000   | 2875.5               |
| Windham                       | 3             | 25,268        | 22,001-30,000 | 5342                 |
| Woodstock                     | 3             | 7,964         | 4,501-8,000   | 2875.5               |
| <b>Towns: Northcentral CT</b> | <b>Region</b> | <b>Census</b> | <b>Range</b>  | <b>SFY2024 Award</b> |
| Andover                       | 4             | 3,303         | 1-4500        | 2265.16              |



# LOCAL PREVENTION COUNCILS

2025 - 2026

|               |   |         |                |         |
|---------------|---|---------|----------------|---------|
| Avon          | 4 | 18,098  | 17,001-22,000  | 4152.79 |
| Berlin        | 4 | 19,866  | 17,001-22,000  | 4152.79 |
| Bloomfield    | 4 | 20,486  | 17,001-22,000  | 4152.79 |
| Bolton        | 4 | 4,980   | 4,501-8,000    | 2875.5  |
| Bristol       | 4 | 60,477  | 40,001-75,000  | 7141.55 |
| Burlington    | 4 | 9,301   | 8,001-12,000   | 3020.21 |
| Canton        | 4 | 10,292  | 8,001-12,000   | 3020.21 |
| East Granby   | 4 | 5,148   | 4,501-8,000    | 2875.5  |
| East Hartford | 4 | 51,252  | 40,001-75,000  | 7141.55 |
| East Windsor  | 4 | 11,162  | 8,001-12,000   | 3020.21 |
| Ellington     | 4 | 15,602  | 12,001-17,000  | 4152.79 |
| Enfield       | 4 | 44,654  | 40,001-75,000  | 7141.55 |
| Farmington    | 4 | 25,340  | 22,001-30,000  | 5342    |
| Glastonbury   | 4 | 34,427  | 30,001-40,000  | 5662.9  |
| Granby        | 4 | 11,282  | 8,001-12,000   | 3020.21 |
| Hartford      | 4 | 124,775 | 75,001-130,000 | 8972.55 |
| Hebron        | 4 | 9,686   | 8,001-12,000   | 3020.21 |
| Manchester    | 4 | 58,241  | 40,001-75,000  | 7141.55 |
| Marlborough   | 4 | 6,404   | 4,501-8,000    | 2875.5  |
| New Britain   | 4 | 73,206  | 40,001-75,000  | 7141.55 |
| Newington     | 4 | 30,562  | 30,001-40,000  | 5662.9  |
| Plainville    | 4 | 17,716  | 17,001-22,000  | 4152.79 |
| Plymouth      | 4 | 12,243  | 12,001-17,000  | 4152.79 |
| Rocky Hill    | 4 | 19,709  | 17,001-22,000  | 4152.79 |
| Simsbury      | 4 | 23,511  | 22,001-30,000  | 5342    |
| Somers        | 4 | 11,444  | 8,001-12,000   | 3020.21 |
| South Windsor | 4 | 25,709  | 22,001-30,000  | 5342    |
| Southington   | 4 | 43,069  | 40,001-75,000  | 7141.55 |
| Stafford      | 4 | 11,928  | 8,001-12,000   | 3020.21 |
| Suffield      | 4 | 15,735  | 12,001-17,000  | 4152.79 |
| Tolland       | 4 | 15,052  | 12,001-17,000  | 4152.79 |
| Vernon        | 4 | 29,179  | 22,001-30,000  | 5342    |



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|                          |               |               |                |                      |
|--------------------------|---------------|---------------|----------------|----------------------|
| West Hartford            | 4             | 63,268        | 40,001-75,000  | 7141.55              |
| Wethersfield             | 4             | 26,668        | 22,001-30,000  | 5342                 |
| Windsor                  | 4             | 29,044        | 22,001-30,000  | 5342                 |
| Windsor Locks            | 4             | 12,498        | 12,001-17,000  | 4152.79              |
| <b>Towns: Western CT</b> | <b>Region</b> | <b>Census</b> | <b>Range</b>   | <b>SFY2024 Award</b> |
| Barkhamsted              | 5             | 3,799         | 1-4500         | 2265.16              |
| Beacon Falls             | 5             | 6,049         | 4,501-8,000    | 2875.5               |
| Bethel                   | 5             | 18,584        | 17,001-22,000  | 4152.79              |
| Bethlehem                | 5             | 3,607         | 1-4500         | 2265.16              |
| Bridgewater              | 5             | 1,727         | 1-4500         | 2265.16              |
| Brookfield               | 5             | 16,452        | 12,001-17,000  | 4152.79              |
| Canaan                   | 5             | 1,234         | 1-4500         | 2265.16              |
| Cheshire                 | 5             | 29,261        | 22,001-30,000  | 5342                 |
| Colebrook                | 5             | 1,485         | 1-4500         | 2265.16              |
| Cornwall                 | 5             | 1,420         | 1-4500         | 2265.16              |
| Danbury                  | 5             | 80,893        | 75,001-130,000 | 8972.55              |
| Goshen                   | 5             | 2,976         | 1-4500         | 2265.16              |
| Hartland                 | 5             | 2,114         | 1-4500         | 2265.16              |
| Harwinton                | 5             | 5,642         | 4,501-8,000    | 2875.5               |
| Kent                     | 5             | 2,979         | 1-4500         | 2265.16              |
| Litchfield               | 5             | 8,466         | 8,001-12,000   | 3020.21              |
| Middlebury               | 5             | 7,575         | 4,501-8,000    | 2875.5               |
| Morris                   | 5             | 2,388         | 1-4500         | 2265.16              |
| Naugatuck                | 5             | 31,862        | 30,001-40,000  | 5662.9               |
| New Fairfield            | 5             | 13,881        | 12,001-17,000  | 4152.79              |
| New Hartford             | 5             | 6,970         | 4,501-8,000    | 2875.5               |
| New Milford              | 5             | 28,142        | 22,001-30,000  | 5342                 |
| Newtown                  | 5             | 27,560        | 22,001-30,000  | 5342                 |
| Norfolk                  | 5             | 1,709         | 1-4500         | 2265.16              |
| North Canaan             | 5             | 3,315         | 1-4500         | 2265.16              |
| Oxford                   | 5             | 12,874        | 12,001-17,000  | 4152.79              |
| Prospect                 | 5             | 9,405         | 8,001-12,000   | 3020.21              |

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|            |   |         |                |         |
|------------|---|---------|----------------|---------|
| Redding    | 5 | 9,158   | 8,001-12,000   | 3020.21 |
| Ridgefield | 5 | 24,638  | 22,001-30,000  | 5342    |
| Roxbury    | 5 | 2,262   | 1-4500         | 2265.16 |
| Salisbury  | 5 | 3,741   | 1-4500         | 2265.16 |
| Sharon     | 5 | 2,782   | 1-4500         | 2265.16 |
| Sherman    | 5 | 3,581   | 1-4500         | 2265.16 |
| Southbury  | 5 | 19,904  | 17,001-22,000  | 4152.79 |
| Thomaston  | 5 | 7,887   | 4,501-8,000    | 2875.5  |
| Torrington | 5 | 36,383  | 30,001-40,000  | 5662.9  |
| Warren     | 5 | 1,461   | 1-4500         | 2265.16 |
| Washington | 5 | 3,578   | 1-4500         | 2265.16 |
| Waterbury  | 5 | 110,366 | 75,001-130,000 | 8972.55 |
| Watertown  | 5 | 22,514  | 22,001-30,000  | 5342    |
| Winchester | 5 | 11,242  | 8,001-12,000   | 3020.21 |
| Wolcott    | 5 | 16,680  | 12,001-17,000  | 4152.79 |
| Woodbury   | 5 | 9,975   | 8,001-12,000   | 3020.21 |



## Appendix C: Prevention Strategies and Service Type Codes

- Alternative Activities: STA
- Capacity Building: STC
- Education: STE
- Information Dissemination: STN
- Environmental Strategies: STV

Note: \*Bold items are required activities

| Service Type                    | Code    | Definition                                                                                                                                                            | Count Method                                                                  | Suggested Activities                                                                                                                                                                                                        |
|---------------------------------|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Youth/Adult Leadership Function | STA07   | This is a structured, prevention service that uses adults to provide guidance, support, and other risk reduction activities for youth or adults.                      | Number of participants                                                        | Examples are tutoring programs; coaching activities; mentoring programs; and adult-led youth groups.                                                                                                                        |
| Accessing Services and Funding  | STC01   | This service increases or improves the prevention or health promotion capacity of a community by developing resources to support services.                            | Number of grants/budgets submitted                                            | Examples are accessing and coordinating Federal, state, and local grants; developing and maintaining a listing of Federal, state, and local funding sources; or developing program budgets. (All budgets-no matter source.) |
| Focus Group                     | STC011  | This is a structured interview of groups of 6-10 people at the same time in order to gather information, support local data collected, or collect input on new ideas. | Number of people in the group                                                 | Participants can include youth, parents, people in recovery, etc.                                                                                                                                                           |
| Coalition Building              | *STC013 | This is a service designed to build or enhance coalition resources or membership through <u>outreach and engagement</u> .                                             | Number of new people or organizations committing to support coalition efforts | Outreach to secure sector representation.                                                                                                                                                                                   |
| Coalition Capacity Building     | *STC014 | This is participation in training or other meetings related to the implementation of DMHAS funded programs at the community level.                                    | Number of people in the coalition (count yourself)                            | Examples are grantee meetings; learning communities; and receiving training or TA to address specific readiness and capacity needs.                                                                                         |
| Monitoring and Evaluation       | *STC015 | <u>Collection, analysis, or reporting of data.</u>                                                                                                                    | Number of people involved in the process                                      | Examples are collection of required process or outcome data in your quarterly and final reports.                                                                                                                            |



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| Service Type                                  | Code   | Definition                                                                                                                                                                                                                     | Count Method                               | Suggested Activities                                                                                                                                                                                                                                                                                      |
|-----------------------------------------------|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Assessing Community Needs                     | *STC02 | This is a formal assessment of prevention needs and response capacity that describes data and information about substance use and related problems and identifies prevention priorities and at-risk and high-risk populations. | Number of people involved in the process   | Assessment of local conditions: school infractions, community surveys, school surveys, access and availability (environmental scan, # of retail outlets, etc.), current ordinances in existence, promotion of community readiness survey.                                                                 |
| Community/ Volunteer Services - Training      | STC03  | This is a structured service intended to impart information to individuals or community groups. It may include the teaching of organizational development skills                                                               | Number of people who received the training | Examples could be training peer leaders, or coalition volunteers; (SPF, Compliance Check, CADCA /Coalition Academy, Shoulder Taps, Youth to Youth Conference, New England School of Prevention Studies, etc.)<br>*funds can be used for registration costs only & prior approval required                 |
| Community Team Activities/ Coalition Meetings | *STC05 | This is the work of a coalition or other formal community team that fosters, supports, enhances, or advocates for prevention and health promotion.                                                                             | Number of participants                     | Required to hold a minimum of 4 LPC meetings per year<br>Examples are <u>coalition meetings that ideally involve 12+ sector representation and to provide prevention services.</u>                                                                                                                        |
| Training Services                             | STC06  | This is the delivery of structured prevention training intended to develop professional proficiency in prevention program design, development, and delivery.                                                                   | Number of people trained                   | Examples are conducting prevention training programs; or other formal skill- building services.<br>This can include: Professional development about the identified problem substance, local pediatricians offices about screening their patients, educating local sports coaches, and empowering parents. |



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| Service Type                         | Code  | Definition                                                                                                                                                                                                                  | Count Method           | Suggested Activities                                                                                                                                                                   |
|--------------------------------------|-------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Coalition Planning Activity          | STC10 | Coalition planning activity to address identified problem substance, coordinating activities with coalition partners, and planning for additional funding.                                                                  | Number of participants | Development of logic model, work plan, strategic plan                                                                                                                                  |
| Classroom Educational Services       | STE02 | This is a service that is part of the delivery of a recognized prevention curriculum in a school.                                                                                                                           | Number of participants | Examples are curricula listed in <u>federal registries of evidence-based programs</u> or recurring substance abuse education to students specific to the identified problem substance. |
| Educational Service for Youth Groups | STE03 | This is a service that is part of a <u>structured multi-session substance abuse prevention program for youth groups</u>                                                                                                     | Number of participants | (children, teens, young adults) and youth organizations, such as Boys or Girls Clubs, Scouts or organizations serving youth. Specific to the identified problem substance.             |
| Parenting/Family Education           | STE04 | substance abuse program designed to assist parents and families in addressing substance abuse risk factors, implementing protective factors, and learning about the effects of substance abuse on individuals and families. | Number of participants | Programs that address parenting skills related to communication around priority substance including identification, family norms, prevention and intervention.                         |



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| Service Type                      | Code   | Definition                                                                                                                                                                                                     | Count Method                        | Suggested Activities                                                                                                                                                |
|-----------------------------------|--------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Small Group Sessions              | STE06  | This is a psycho educational group for youth of not more than 16 members focused on the identified priority substance.                                                                                         | Number of participants              | Diversion from punitive consequences (JRB / school referral)<br>i.e. Stanford Curriculum<br>i.e. Southington Steps Program<br>**cessation programs at not allowable |
| Health Fairs                      | STN02  | This is participation in a school or community gathering to disseminate written materials and information on identified problem substance and related issues.                                                  | Number of attendees                 | Examples are school health education fairs; health education programs in shopping malls; church fairs; or public health events.                                     |
| Audiovisual Material Disseminated | STN10  | This is dissemination of original audiovisual material related to substance abuse, its effects on individuals, schools, families, and communities.                                                             | Number of materials disseminated    | Examples are videos, DVDs, or multimedia websites.<br>This includes Clearinghouse Library Loan Services. (For social media count number of followers)               |
| Material Disseminated             | *STN11 | This is dissemination of materials designed to inform individuals, schools, families, and communities about the effects of the identified problem substance, approaches to prevention, and available services. | Number of people given the material | Examples are brochures; flyers; fact sheets; posters; or website content. (For social media count / follower / web site hit count number)                           |



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| Service Type                             | Code  | Definition                                                                                                                                                                                                                                                                                                                                                                                                                                    | Count Method                                       | Suggested Activities                                                                                                                                                 |
|------------------------------------------|-------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Curriculum Disseminated                  | STN12 | This is dissemination of a course of study in prevention that includes all the <u>materials</u> needed for the course to be replicated, including learning goals and objectives, materials, evaluation, etc.                                                                                                                                                                                                                                  | Number of people given the curriculum              | Examples are purchasing and providing a curriculum to a school system.                                                                                               |
| Public Service Announcement Disseminated | STN14 | This is dissemination of a Public Service Announcement (PSA), a media message disseminated through television, radio, or a website, designed to inform and educate audiences about identified problem substance and its effects on individuals, schools, families, and communities.*PSA concept requires prior approval by RBHAO).                                                                                                            | Number of people listening to or viewing the PSA   | A PSA on your local cable station or school TV station.                                                                                                              |
| Mass Media Campaign Distributed          | STN16 | A media campaign uses social marketing and public education principles to deliver substance abuse prevention or health promotion messages designed to change social norms on the identified problem substance. <u>This is a series of messages, based on careful research and knowledge about the intended audience so that they are consistent with their values, attitudes, and motivations. concept requires prior approval by RBHAO).</u> | Census of the "community" impacted by the campaign | Using print, broadcast and web-based media, or a combination of newspaper ads, web content, and the distribution of signs, postcards, bumper stickers, posters, etc. |
| Speaking Engagement                      | STN17 | This is a speech, news conference, briefing, classroom presentation, assembly presentation, hearings, or volunteer speaker's bureau assignment to impart information about the identified problem substance, prevention and related issues. (Single occurrence). *Payment / honorariums not to exceed \$500.00).                                                                                                                              | Number of attendees                                | A staff speaks at an event, or hosts a speaker for the community.                                                                                                    |



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| Service Type                                             | Code  | Definition                                                                                                                                                                                                               | Count Method                            | Suggested Activities                                                                                                                                                                      |
|----------------------------------------------------------|-------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Preventing Sale of ATOD/vape products to Underage Youth  | STV02 | This is a service designed to prevent the sale of ATOD/vape products to minors.                                                                                                                                          | Number of merchants or police           | Retailer compliance checks; merchant education; police partnerships.                                                                                                                      |
| Establishing Policies                                    | STV04 | This is the establishment of school, workplace, or community policies regarding use, including establishment of drug-free school zones or workplaces; and development of school or business use policies and procedures. | Number of people impacted               | ATOD/Vape free parks / public spaces<br>Review school / workplace policies                                                                                                                |
| Changing Codes, Ordinances, Regulations, and Legislation | STV05 | This is a service designed to <u>change codes, ordinances, regulations, or other laws</u> to reduce access and availability.                                                                                             | Number of people impacted               | Zoning ordinances to prohibit new ATOD/vape outlets or reduce the number of existing outlets; ATOD/vape-in-public ordinances; regulations; efforts aimed at legislators or city officials |
| Enforcement of public policy                             | STV06 | This is a service designed to support public policy.                                                                                                                                                                     | Number of people impacted by the policy | Campaigns to engage relevant partners to carry out policy enforcement                                                                                                                     |