**KY-ASAP Woodford County Board**

**Mini Grant Application**

**Introduction**: The mission of the Kentucky Agency for Substance Abuse Policy (KY—ASAP) is to develop a long-term strategy that is designed to reduce the incidence of youth and adult smoking and tobacco addictions, promote resistance to smoking, reduce incidence of substance abuse, and promote effective treatment of substance abuse throughout the Commonwealth of Kentucky.

The KY-ASAP Woodford County Board is seeking applications for funding for programs and activities that will address alcohol and substance abuse in Woodford County. Applications for FY23-24 funding are due by Jan.15, 2023.

Application budgets are subject to final approval by the State KY-ASAP office and MUST NOT include requests for the following items:

1. Inflatable items
2. Rock walls
3. Multiple applications for the same event
4. Any single event in excess of $500
5. Bullet proof vests
6. Bullet proof vests for canines
7. Building renovations
8. Park renovations
9. Toiletry items are only eligible when purchased as a part of a research-based program, such as the Drug Endangered Children Program
10. Laptops or other electronic equipment, for other agencies
11. Home drug testing kits
12. Must have buy-in of school system prior to purchase of "cigarette busters"
13. Travel is limited to in—state only
14. Champions start-up funding
15. Furniture
16. Landscaping
17. Weapons
18. Vehicles (including car rentals)
19. 10% of award limited to commodity items, such as but not limited to, t-shirts, bracelets, cozies, lanyards, balloons, pencils, and pens.

**Screening Criteria:** Applications will be screen based on the following criteria: completion of application, statement of goals and objects and measures, KY-ASAP budget limitations, and prior year compliance with KY-ASAP reporting requirements, if applicable.

**Woodford County ASAP Board**

**2023-2024 Mini Grant Proposal**

**Basic Information**

|  |  |
| --- | --- |
| **Name of Applicant/Group** |  |
| **Sponsor/Contact & Title** |  |
| **Street Address** |  |
| **City, State, Zipcode** |  |
| **Phone** |  |
| **Fax** |  |
| **Project Title** |  |
| **Amount Requested** |  |
| **Have you received ASAP funding in the past? If so, please list dates and amounts.** |  |
| **Strategy Addressed: Enforcement, Education, Prevention, or Treatment** |  |
| **Project Summary** |  |
| **Signature of Applicant/Date** |  |

**Group Assessment**

|  |  |
| --- | --- |
| **Mission Statement** |  |
| **What problem are you trying to address in applying for this grant?** |  |
| **Please cite specific data and source indicating the problem. Examples could be: Survey data, police reports, media reports, etc.** |  |
| **Please list collaborative partners within the community.** |  |
| **Where will the program/strategy take place?** |  |
| **Expected number of participants?** |  |

**Budget Justification**

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| --- | --- | --- |
| **Activity** | **Description** | **Total** |
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|  |  |  |
| **Total Amount Requested** | |  |

**General Funding Information**

**1. Funding Cycle ASAP (July 1, 2023 - June 30, 2024) AND**

**Funding Cycle Harm Reductions (May 1, 2023-2024)**

Applications Due: Jan.30, 2023

Award Notifications: (Pending KY-ASAP Approval): late April 2023

Progress Report Due: Completion of each event or services

Final Progress Report & Receipts Due: ASAP June 01, 2024 and Harm Reduction April 01, 2024

**2. Screening Criteria**

Proposals will be screened based on the following criteria:

1. Fully completed application packet.
2. Projected goals and outcomes of application.
3. ASAP budget requirements and limitations.
4. Prior year compliance with ASAP reporting agreement.

**3. How to Apply**

1. Review the entire packet contents before beginning application.
2. Complete all sections of the enclosed application and email to: Nancy Blackford, nblackford.asap@gmail.com

**4. Applicant Agreement**

The application will provide the Woodford County ASAP with the following items:

1. Group Activity Documentation (newspaper clippings, pictures, etc).
2. Progress report by May 15, 2024
3. Final report by June 01, 2024
4. Itemized receipts for ALL expenditures.

**\*\*By signing and submitting Woodford County ASAP Mini Grant Application, applicant agrees to comply with all terms. Compliance with all above listed requirements will ensure allocation of stipend to the ASAP funded sponsor. Non-compliance of any above listed requirement will result in forfeiture of stipends funds to the Woodford County ASAP and will be re-allocated as appropriate.\*\***