

ELEVATE YOUTH CALIFORNIA:
YOUTH SUBSTANCE USE DISORDER
PREVENTION PROGRAM: COHORT 5
STANDARD TRACK

REQUEST FOR APPLICATIONS
JULY 2023



READ ALL INSTRUCTIONS AND CRITERIA CAREFULLY

BACKGROUND

Elevate Youth California (CA) is a Department of Health Care Services (DHCS) statewide program addressing substance use disorder by investing in youth leadership and activism for youth of color and 2S/LGBTQ+ youth ages 12 to 26 living in communities disproportionately impacted by the war on drugs. Sierra Health Foundation: Center for Health Program Management (The Center) is contracted to support the implementation of Elevate Youth CA. This statewide program provides funding and technical assistance for organizations proposing to implement programs that empower youth to be community leaders and create positive policy and systems change. Elevate Youth CA is funded by Proposition 64 (Prop 64) California Cannabis Tax Fund, Allocation 3, Youth Education, Prevention, Early Intervention, and Treatment Account (YEPEITA). For information about Elevate Youth California, visit www.elevateyouthca.org.

On November 8, 2016, Prop 64 was passed by voters, allowing adults aged 21 years or older to possess and use marijuana. Prop 64 created two new taxes, the revenues of which are deposited into the California Cannabis Tax Fund. Current law allocates, after other specified disbursements, 60 percent of the remaining California Cannabis Tax Fund be deposited into the YEPEITA. Funds are disbursed to DHCS for youth programs aimed to prevent harm from a substance use disorder.

The Center is an independent 501(c)(3) nonprofit organization bringing people, ideas and infrastructure together to create a collective impact that reduces health disparities and improves community health for the underserved living in California. The Center pursues the promise of health and racial equity in communities across California. The Center establishes investment partnerships with public and private funders; community members; community organizations; national, state, and local government agencies; nonprofits; and businesses to advance health equity. For information about The Center, visit www.shfcenter.org.

ABOUT THE PROGRAM

Launched in 2019, Elevate Youth CA is investing in a statewide movement to expand youth and young adult substance use prevention through policy, systems and environmental change focusing on communities disproportionately impacted by the war on drugs. Elevate Youth CA is grounded in social justice youth development,^{1,2} which expands the concept of a positive youth development framework and addresses social factors including racism, xenophobia and other racial inequities youth face as they develop into adulthood (Ginwright & Cammarota, 2002). Social justice youth development recognizes these systemic forces and supports young people in developing the skills and knowledge to transform the systems that influence their lives, neighborhoods, and broader community. Additionally, social justice youth development expands the traditional asset-based youth development approach to support youth activism and leadership development to dismantle the structural inequities and harmful narratives. The inequities include the criminalization of youth of color, the school-to-prison pipeline,

1 Ginwright, Shawn, and Julio Cammarota. "New Terrain in Youth Development: The Promise of a Social Justice Approach." *Social Justice*, vol. 29, no. 4 (90), 2002, pp. 82–95. *JSTOR*, www.jstor.org/stable/29768150.

2 Social Justice Youth Work: Actualizing Youth Rights <http://jyd.pitt.edu/ojs/jyd/article/viewFile/488/462>.

housing insecurity/homelessness, and inequitable education and economic opportunities, to name a few.

Since the program's launch, The Center has awarded \$205.992 million dollars through 290 grant awards. For information about Elevate Youth CA partners, visit www.elevateyouthca.org.

ELEVATE YOUTH FUNDING OPPORTUNITIES 2023-2024

The Center is contracted to provide two funding opportunities in the years 2023-2024: Standard Track and Capacity Building Track. The goal of this funding opportunity, the **Standard Track**, is to expand youth and young adult substance use prevention through policy, systems and environmental change. The goal of the **Capacity Building Track** is to support emerging grassroots organizations to build their operational, programmatic, financial, or organizational infrastructure to implement youth social justice programming that impacts policy and systems change. The Center encourages applicants to review the estimated timing of the various funding opportunities. For information about the Elevate Youth CA funding opportunities, visit www.elevateyouthca.org.

THE STANDARD TRACK FUNDING OPPORTUNITY

In this current round of funding, The Center is seeking applications from community-based organizations, Tribal organizations (including 638s and urban clinics) and county behavioral health organizations³ that:

- Support youth engagement that focuses on youth activism, specifically in communities disproportionately impacted by the war on drugs
- Possess cultural humility and responsiveness with staff and organizational leadership who reflect the racial, ethnic and cultural community they intend to serve
- Prioritize harm reduction and public health solutions that focus on positive messages to prevent substance use disorder
- Develop culturally and linguistically appropriate social justice youth development, peer-to-peer support and mentoring programs that are healing-centered, trauma-informed and focused on youth ages 12-26
- Utilize an intersectional approach to health equity through policy, systems and environmental change

In addition to youth activism, applicants must support youth and young adults through mentoring and/or peer-to-peer support to educate communities, change social norms around substance use, and prevent harms and risks associated with substance use. Recognizing how critical family engagement (biological, adoptive or chosen) is to successfully supporting and engaging youth and young adults, program strategies should incorporate family engagement throughout program implementation.

Finally, COVID-19 emergency response has dramatically shifted how community-based organizations support and engage youth and young adults. Given these challenges, successful applicants will incorporate youth engagement plans that take full advantage of technological solutions to addressing

³ California county behavioral organizations that are the sole provider of prevention services in their respective county may apply for Elevate Youth CA funding.

the digital divide, as well as account for Centers for Disease Control and Prevention and California Department of Public Health guidelines for social and physical distancing. Applicants are asked to describe detailed youth engagement plans in the application narrative, work plan and budget.

GLOSSARY

Prevention: Activities that promote healthy behaviors, reduce risks and build protective factors that either prevent new starts of substance use or mitigate consequences and contributing factors associated with substance misuse.

Harm Reduction: Strategies that seek to reduce morbidity and mortality associated with substance misuse for those for whom abstinence is not an immediate and/or feasible goal. Harm reduction aims to reduce at-risk, moderate, and high-risk behaviors often associated with substance misuse.

Substance Use Disorder (SUD): Recurrent use of alcohol and/or substances causing significant problems, including health problems, disability and failure to meet major responsibilities at work, school or home.

Addiction: The chronic neurobiological disorder centered on a dysregulation of the natural reward system. [View this video on rethinking addiction.](#)

Policy, Systems and Environmental Change: Policy, systems, and environmental change is a way of modifying larger structures to make healthy choices practical and available to all community members. By changing policies, systems, and/or environments, communities can help tackle health issues by looking at them from a population level. Organizations, agencies and stakeholders make policy decisions. Policy approaches include legislative advocacy, fiscal measures, taxation and regulatory oversight. Systems change refers to a fundamental shift in the way problems are solved. Within an organization, systems change affects organizational purpose, function, and connections by addressing organizational culture, beliefs, relationships, policies and goals. Environmental change strategies involve changing the economic, social or physical surroundings or contexts that affect health outcomes. Environmental strategies address population health outcomes and are best used in combination with other strategies.⁴ Additional details and examples can be found in this [Policy, Systems, and Environmental Change fact sheet on the California Dialogue on Cancer website](#) and this [resource for Mobilizing Communities for Policy Change on the Community Anti-Drug Coalitions of America website](#).

Social Justice Youth Development: Social justice youth development expands the concept of a positive youth development framework and addresses social factors including racism, xenophobia and other racial inequities youth face as they develop into adulthood (Ginwright & Cammarota, 2002). Social justice youth development recognizes these systemic forces and supports young people in developing the skills and knowledge to transform the systems that influence their lives, neighborhoods and broader community.

Intersectionality: Intersectionality is a theoretical framework for understanding how multiple social identities such as race, gender, sexual orientation, socioeconomic status and disability intersect at the

4 Rural Health Information Hub

<https://www.ruralhealthinfo.org/toolkits/health-promotion/2/strategies/policy-systems-environmental>

micro level of individual experience to reflect interlocking systems of privilege and oppression (i.e., racism, sexism, heterosexism, classism) at the macro social-structural level.⁵

ELEVATE YOUTH CALIFORNIA FUNDING OPPORTUNITY: YOUTH SUBSTANCE USE DISORDER PREVENTION PROGRAM

ELIGIBILITY CRITERIA

Organizations must meet the following minimum requirements:

- Have an office located in California.
- Provide services in California.
- Are a 501(c)(3) community-based organization or Tribal organization⁶ (including 638s and urban clinics) with established and trusted community relationships. Fiscal sponsorships are eligible. Also open to coalitions of organizations and collaboratives, as long as the backbone organization is an eligible applicant. Additionally, county behavioral health organizations that are the sole provider of prevention services in their respective county may apply for EYC funding.
- Not have an active Elevate Youth CA grant. Elevate Youth CA funded partners whose current award ends by November 2023 are eligible to apply. Fiscal sponsors are the exception and are allowed to submit for a new fiscally sponsored project that was not awarded a previous Elevate Youth CA grant.
- Have demonstrated experience partnering with young people of color and other marginalized communities disproportionately impacted by the war on drugs.
- Deeply engage and reflect the proposed communities served that are disproportionately impacted by the war on drugs.⁷ Grantee partners should have a history of working with impacted communities, including representation on the board and staff, clients served and neighborhoods served.
- Applicant organizations and their partners must have demonstrated evidence of inclusivity and shall not discriminate based on race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation or military status in any of its activities or operations.

SCOPE OF WORK

As mentioned previously, Elevate Youth CA's approach to supporting young people is through the lens of social justice youth development, which has increasingly been adopted by nonprofits and school-based programs, as well as for youth-serving organizations that engage youth with identified substance use needs.

⁵ The Problem with the Phrase Women and Minorities: Intersectionality—an Important Theoretical Framework for Public Health. <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC3477987/>

⁶ Tribal organizations may be a 501(c)(3) nonprofit, a 638, or an urban clinic.

⁷ The impact of the war on drugs and other racial inequities (e.g., school-to-prison pipeline, juvenile and criminal justice involvement) is well established. A number of online resources are available including:

<https://www.ncbi.nlm.nih.gov/pmc/articles/PMC2374804/>, <http://www.drugpolicy.org/issues/race-and-drug-war>.

Grantee partners must recognize and be responsive to the historical and ongoing trauma, systemic racism, and criminalization of the war on drugs that low-income and communities of color have faced. This trauma is perpetuated by the lack of investment in community-based prevention, intervention, and treatment access, especially to culturally responsive, healing-centered, and trauma-informed approaches and through the cultural stigma related to seeking behavioral health services in communities of color. Being mindful of this history and creating culturally and linguistically appropriate programming and materials is important in this work. This funding opportunity is intended for organizations and partners that possess cultural humility and responsiveness, and whose staff and organizational leadership reflect the racial, ethnic and cultural community it intends to serve so that prevention and education is tailored and utilizes a stigma-reducing approach.

It is also essential that grantee partners recognize that youth and young adults may be drawn to experimentation and other risky behaviors and may seek out substance use to cope with underlying stress, anxiety and other behavioral health issues that have historically impacted communities of color. Applicants should also be sensitive to the dynamics of the criminalization of youth of color for substance use, including zero-tolerance policies in education settings and youth programs. For Elevate Youth CA, The Center seeks to fund partners who embrace a public health, harm-reduction approach and who are committed to the focus of this project, which is to address communities disproportionately impacted by the war on drugs.

Activities supported by this funding opportunity must be related to preventing youth substance use disorder through a policy, systems, and environmental change approach, and must be focused on the following three outcomes:

- 1) Investment in youth empowerment, leadership and development
- 2) Program implementation through the cultural lens of the impacted community
- 3) Population-level impacts through policy, systems and environmental change

This funding opportunity focuses on youth from communities of color and other marginalized populations that are disproportionately impacted by the war on drugs, criminalized for substance use, and often have less access to prevention, treatment and information about substance use disorder supports. These include American Indian/Alaskan Native, African American, Asian-Pacific Islander and Latinx communities in California, as well as youth of color who are part of the 2S/LGBTQ+⁸ community, youth with disabilities or who have life experiences that increase the risk of substance use disorder, youth who have been system-impacted and formerly incarcerated, or who have experienced the foster care system or homelessness.

Elevate Youth CA recognizes youth may experience more than one form of oppression or marginalization. For example, 2S/LGBTQ+ youth of color may experience discrimination and lack access to resources based on race and sexual orientation, and thus may be at greater risk for substance use. Similarly, while foster youth generally need healing from trauma, foster youth of color face additional challenges due to racial bias. These youth may experience even more short-term placements and may have even fewer positive adult relationships. This analysis of the intersections of race and other forms of

⁸ There is an increasing knowledge of the unique needs and experiences of the 2S/LGBTQ+ community and how those needs and experiences affect health outcomes. The following resources are shared so applicants can familiarize themselves on key definitions, terms and references to strengthen their understanding of the 2S/LGBTQ+ community: <https://lgbtqhealth.ca/community/>, <http://lgbtq2stoolkit.learningcommunity.ca/>.

oppression is commonly referred to as “intersectionality.” This funding program encourages applications that seek to reach youth who are at even greater risk for substance use due to these intersectional identities and social factors.

STRATEGIES FOR IMPLEMENTATION

Proposals are required to include youth activism and at least one other strategy including mentorship and/or a peer-led support program.

Youth activism for policy, systems and environmental change	Mentorship/relationship building	Peer-led support and leadership program
Definition	Definition	Definition
<p>Youth activism and civic engagement related to substance use issues or their drivers/root causes (i.e., trauma, systemic oppression and marginalization). Youth voice must play a central role in determining the policy focus.</p>	<p>Programs that address social isolation and disconnection from community by establishing at least one stable, caring relationship with an adult/older youth mentor.</p>	<p>Peer-led support is defined as a cultural peer (broad and expansive) and is designed to foster an environment of inclusiveness and belonging for populations such as youth from the 2S/LGBTQ+ community, youth who are system-impacted and formerly or currently justice-involved, persons experiencing homelessness, etc. as the cultural peer.</p>
Example	Example	Example
<p>Latinx 14-16-year-olds organize a campaign to address marijuana access and/or advertisement/marketing in a city.</p>	<p>Adult credible messengers provide one-on-one developmental support to youth actively on probation.</p>	<p>Student-led leadership development programming for 2S/LGBTQ+ high school-age students of color that creates a safe space and supports the mental well-being of 2S/LGBTQ+ youth.</p>

All proposed projects should have clear and demonstrated screening and referral pathways with the ability to navigate youth to a higher level of substance use prevention care or behavioral health care if needed.

There will be technical assistance and support for organizations new to policy, systems and environmental change throughout the project period.

RECOMMENDED RESOURCES FROM THE FIELD

Below are examples of frameworks and elements that applicants should review to inform the development of their application and program model.

As presented in the [Prevention Institute’s “California’s Prop 64 Youth Education, Prevention, Early Intervention and Treatment Fund” brief](#), common features of successful initiatives that contribute to impact, outcomes and sustainability stem from community-rooted organizations with experience in youth leadership, organizing and advocacy. These initiatives focus on racial and health equity, centering both individual and community healing, strengthening community environments, and the deliberate creation of space for local youth-led approaches.

In alignment with the [Child and Adolescent Health Measurement Initiative’s Roadmap for California Prop 64 Expenditures](#), applicants should consider the following in their application:

- Integrate relationship and engagement-centered assessment, interventions and healing into organizational culture, programs and services.
- Recruit and retain well-trained staff who reflect the diversity and lived experience of the children and youth, their families and caregivers and communities served. Provide continuity of care between staff and those they serve whenever possible.
- Implement relationship and engagement-centered trauma screening and assessment practices that are anchored in relationships and trust; assess resilience and well-being in addition to trauma history, and ensure they are coordinated across agencies and providers to develop a specific care plan.
- Implement evidence-based, promising and/or community-driven practices that help individuals and communities engage, cope with adversity, heal trauma and thrive.

Additionally, in alignment with the [“California Cannabis Tax Revenues: A Windfall for Law Enforcement or an Opportunity for Healing Communities?”](#) report, applicants should consider the following recommendations in their application and work plan:

- Research if your local city or county has a cannabis tax yet and, if so, how it is spending its cannabis tax revenue.
- Share the information collected under the previous point with fellow advocates and news media.
- Educate local officials on the racialized history of the war on drugs and share with them examples of how state agencies and communities are prioritizing cannabis revenues for the most impacted neighborhoods.
- Bring forward proposals to your local officials for how to tax cannabis businesses and invest these revenues in your communities based on your local needs.
- In the absence of action on the part of local officials, consider using a local ballot measure to present voters with an alternative for capturing and spending these funds.⁹

9 Getting it Right From the Start, Model Ordinances: <https://gettingitrightfromthestart.org/our-model-ordinances>.

EXAMPLES OF POTENTIALLY FUNDED ACTIVITIES

All selected activities must be related to youth 12-26 years-old in low-income, rural and/or urban racial, ethnic, and cultural communities disproportionately impacted by the war on drugs. Proposals are required to include youth activism and at least one other strategy including mentorship and/or a peer-led support program.

- Culturally rooted, healing-centered youth activism that addresses policies and systems that allow for an oversaturation of cannabis businesses in low-income communities.
- Provide youth mentoring and coaching, as well as skill-, knowledge- and leadership-building programs.
- Innovative programs that utilize technology in youth peer support or mentoring due to the COVID-19 emergency response and/or remote service delivery for young people.
- Art-based, youth-driven program to strengthen political and public will to provide non-law enforcement, public health approaches to youth substance use intervention.
- Healing-centered mentoring program for youth of color and other marginalized youth to develop a communications campaign to build community awareness of youth substance use and misuse prevention and intervention.
- Policy-focused campaign development activities to reduce targeted marketing of substances toward youth of color or other marginalized youth in communities impacted by the war on drugs.
- Youth-led participatory action research project focused on developing and implementing stigma-reduction strategies for peers.
- Credible messenger street outreach program led by formerly incarcerated young adults or other system-impacted young adults to re-engage system-impacted youth of color in positive healing-centered mentoring program.
- Peer-based mentoring group for youth and young adults currently experiencing homelessness led by young adults who experienced homelessness.
- Development of a cross-sector coalition that analyzes a community's policies and practices that continue to criminalize youth of color.
- Participate in the regulatory process and advocate for protective practices in accessing, distributing, marketing and use of substances in communities (e.g., buffer zones, retail restrictions, health claims).
- Encourage the incorporation of equity principles in the licensing and distribution of taxation benefits for communities disproportionately impacted by the war on drugs.
- Establishment of a youth-led, cross-cultural coalition to address the disproportionate rates of school suspension and expulsion for willful defiance by establishing restorative practices as an alternative.
- Policy-focused campaign led by transgender college students of color to increase a college district's investment in support services for 2S/LGBTQ+ students.

Other innovative efforts to expand youth substance use disorder prevention and education in California racial, ethnic and cultural communities disproportionately impacted by the war on drugs. While focused on youth, this funding is also a chance to reimagine opportunities and ways of healing for youth and the community.

PROJECT FUNDING INFORMATION

Applicants are required to adhere to the budget guidelines included in the Budget Template. Applicants must submit their proposed budgets in the template format. Applications that do not conform to this template will not be considered. All items budgeted must be inclusive of all costs, including taxes and fees, in U.S. dollars.

Applicants are required to submit a detailed cost budget and budget justification to assist The Center in establishing cost reasonableness of the final fixed price amount awarded to the funded partner and the appropriate amounts for each annual payment made to the awardee.

Responsive payment schedule: Understanding that a significant infusion of resources upfront may be a challenge for program implementation, The Center will offer flexible and phased payments. Payments will be issued to awarded partners based on the achievement of a set of agreed-upon deliverables as defined in the grant. Each grant will be divided into a minimum of three payments: (1) upon execution of grant agreement and fulfilling insurance requirements, and (2) and (3) based on conversations with partners demonstrating progress and approval of deliverables. Specific payment amounts will be determined through the proposed budget and in collaboration with awarded partners. If a grantee partner achieves all required deliverables by the end of the grant, the entire grant amount can be paid.

TOTAL AWARD AMOUNTS

Up to \$1,000,000* for three years for 501(c)(3) community-based organizations, Tribal organizations and coalitions/collaboratives.

**Up to 20% of direct costs may be requested as indirect costs.*

WHAT WE WILL NOT FUND THROUGH THIS OPPORTUNITY

- Debt retirement
- Operational deficits
- Partisan activities
- Religious organizations for explicit religious activities
- Activities that exclusively benefit the members of sectarian or religious organizations
- Purchase of vehicles
- Purchase, construction, or permanent improvement (other than minor remodeling of any building, other facility, or land
- Purchase of properties
- Directly or indirectly, purchase, prescribe or provide marijuana or treatment using marijuana

GEOGRAPHIC CONSIDERATIONS

Funding will be distributed in low-income urban and rural areas throughout California.

Up to 85% of this funding will be set aside to support urban programs and organizations, and up to 15% will be set aside to support rural programs and organizations.

Rural: For purposes of this grant program, The Center defines rural as a Medical Service Study Area (MSSA) that has a population density of 250 persons or less per square mile and has no incorporated area greater than 50,000 people. To determine if the geographic area to be served by your proposed project is rural, please connect to the [California Resources and Human Services Agency website](#) to find your county and specific area.

PROJECT TIMELINE

Grants will cover activities for the following time period: November 16, 2023, to November 15, 2026.

REPORTING REQUIREMENTS

Grantee partners will be required to submit regular progress reports responding to the performance measures identified in their grant agreement and work plan, as well as financial reports describing actual expenditures of grant funding. Potential performance measures include: numbers and type of outreach and education activities conducted, number and demographics of the people reached, evidence of effectiveness of activities, increase in information available to community youth, and progress of policy, systems and environmental change outcomes. There will be technical assistance available to assist selected organizations in their data collection and reporting requirements.

Performance measures may be revised as needed to address current situations and high-priority challenges. Required deliverables will follow the below timeline. Deliverables are subject to change.

Report	Period	Due Date to The Center
Progress Report 1	11/16/2023-2/15/2024	3/15/2024
Progress Report 2	2/16/2024-5/15/2024	6/14/2024
Progress Report 3	5/16/2024-8/15/2024	9/16/2024
End of Year Report 1	11/16/2023-11/15/2024	12/2/2024
Progress Report 4	8/16/2024-11/15/2024	12/16/2024
Annual Financial Report 1	11/16/2023-11/15/2024	12/30/2024
Progress Report 5	11/16/2024-2/15/2025	3/14/2025
Progress Report 6	2/16/2025-5/15/2025	6/16/2025
Progress Report 7	5/16/2025-8/15/2025	9/15/2025
End of Year Report 2	11/16/2024-11/15/2025	12/1/2025
Progress Report 8	8/16/2025-11/15/2025	12/15/2025
Annual Financial Report 2	11/16/2023-11/15/2024	12/29/2025
Progress Report 9	11/16/2025-2/15/2026	3/16/2026
Progress Report 10	2/16/2026-5/15/2026	6/15/2026
Progress Report 11	5/16/2026-8/15/2026	9/15/2026
Progress Report 12	8/16/2026-11/15/2026	12/1/2026
End of Year Report 3 & Cumulative Final Report	11/16/2023-11/15/2026	12/1/2026
Cumulative Financial Report	11/16/2023-11/15/2026	12/30/2026

EXTERNAL EVALUATION

In addition to the required reporting outlined above, funded partners are required to cooperate in an external evaluation of the Elevate Youth CA program, which is focused on the statewide initiative as a whole and is not an evaluation of individual funded projects. The purpose of the evaluation is to determine the extent to which Elevate Youth CA programming met its intended outcomes and inform planning, implementation, and sustainability of the Elevate Youth CA program. In terms of participation in evaluation activities, select funded partners will be asked to administer a survey and to support in planning logistics (e.g., scheduling, selecting youth participants) for a virtual youth focus group. Some partners will be asked to participate in a virtual staff focus group to speak in depth about program outcomes. The evaluation team will also host a two-hour interactive, virtual learning events for select partners. The Center and the external evaluator will provide guidance and technical assistance for all external evaluation activities.

This evaluation plan is iterative and emerging. Accordingly, work may shift, and the evaluation team may use different methods as the work progresses.

YOUTH LISTENING SESSIONS

Selected organizations are required to host a minimum of one youth listening session with their constituency each year of project implementation to hear directly from impacted youth on project outcomes and implementation.

Youth listening sessions are a designated time for youth to provide feedback on the program strategies and how the implementation is working. This is a unique activity compared to regular programming and is centered around youth voices. For some, a youth listening session may be called a healing circle or focus group. It should include a series of questions that seek feedback and input from youth on a specific aspect of the program, including, but not limited to, program planning, program activities, policies to change, prevention campaigns, program materials or youth engagement.

Please include a minimum of one annual youth listening session in your proposed activities and budget.

INSURANCE REQUIREMENTS

There will be insurance requirements under these contracts, the costs of which can be built into the project budget. Once funds have been awarded, communication will be sent to awarded organizations to upload the insurance documents and demonstrate compliance with all insurance requirements. Payment will not be released until insurance compliance requirements are met. The Center recognizes that the terms and coverage conditions for insurance requirements are technical in nature. If you need additional support to answer these questions, you can contact elevateyouthca@shfcenter.org. Refer to Appendix A for more information.

SELECTION AND EVALUATION CRITERIA

DHCS will select applicants who present the most complete and responsive applications demonstrating the most favorable mix of credentials, capacity, potential and cost. Applications will be judged on overall impact, strength of implementation team and proposal, youth and family engagement plans, and budget.

Overall, the application should demonstrate the ability through staffing, program strategies and approaches to provide comprehensive prevention, education and early intervention for youth substance use disorder that is culturally responsive, linguistically appropriate and reflects the community served.

The following criteria will be used in the application review.

Organizational Experience and Track Record. The application should provide a clear explanation of why the organization is the appropriate organization to implement the youth substance use disorder prevention project, including, but not limited to:

- Track record of engaging with community impacted by the war on drugs
- Track record working with youths' families
- Track record with proposed activities
- History of youth-led programming
- History of service delivery and working at the policy and systems change level in addition to service delivery
- Demonstrated commitment to social justice youth development and an asset-based approach to youth engagement
- An understanding of the role trauma plays in the development of young people

Intended Participants and Need. The applicant should provide a brief description of the need, challenge, or issue the project will address and a description of the youth who will be engaged. Applications are expected to focus on youth 12-26 years old who are disproportionately impacted by the war on drugs. Applications that seek to reach youth who are at even greater risk for substance use due to intersectional identities and social factors are encouraged.

Project Plans/Use of Funds (inclusive of application narrative and work plan). Elevate Youth CA provides an opportunity to focus on youth-led activism, peer support, and mentoring strategies or new promising strategies. These efforts must help individuals engage, cope with adversity, heal trauma and thrive. **Additionally, project plans are required to include a description of the direct services and policy, systems and/or environmental activities, as well as a clear statement of the policy, systems and/or environmental changes the activities focus on and the potential population impacts.** A description of partnerships already in place or that will be established to support the implementation of the program goals is encouraged.

Additional criteria:

- The applicant's approach is guided by principles of equity that recognize the need to strive for health and racial equity in program activities and outcomes
- Culturally responsive and linguistically appropriate activities

- An intersectional approach to health equity through policy, systems and environmental change
- A comprehensive youth and family engagement plan that is responsive to the COVID-19 pandemic
- Prevention and education that is tailored and utilizes a stigma-reducing approach
- Clear and demonstrated screening and referral pathways with the ability to navigate youth to a higher level of substance use prevention care or mental health care, if needed

Project Outcomes and Evaluation. The application should specify project outcomes, as well as methods for tracking and evaluating outcomes. Applicants should also describe how they plan to document, monitor or evaluate project activities and how the activities lead to the project outcomes.

Organizational Capacity. The application should describe your organization’s capacity to implement the project in terms of the implementation team and other organizational resources. The strongest applications will include a plan for incorporating youth substance use disorder prevention and education into the organization’s workflow, as well as leveraging community partnerships to improve and deepen the impact.

Budget and Budget Narrative. Applicants must submit a detailed cost budget that adheres to funding guidelines and is clearly linked to the proposed activities. Review criteria include, but are not limited to:

- Consistent with the proposed project plan (includes youth stipends or incentives, appropriate staffing levels, other likely costs)
- Includes a minimum of one listening session per year
- Includes travel costs for a two day in-person convening in Sacramento, CA. Location is subject to change
- Has an indirect cost of no more than 20% of the direct costs

Additional Requirements. Applications must:

- Have executive support for the proposed project, as evidenced by a signed letter of support from the senior administrator, demonstrating a willingness to commit staff time and resources to add new activities.
- Affirm the applicant’s ability to submit quarterly data and financial progress reports on a specific set of measures.
- Affirm participation in activities of the external evaluation for the Elevate Youth CA program.
- Affirm participation at two in-person convenings. Travel costs to attend the convenings are the responsibility of the funded organization and may be included in the proposed budget. Organizations may bring teams of two to four staff and/or collaborative partners.

If The Center determines that in-person convenings are not allowed due to COVID-19 and public health guidance, funded partners can modify their budgets to reallocate travel costs to other programmatic line items.

In addition to the above criteria, factors that inform the final slate of funded partners include demographic diversity, underserved youth population, geographic coverage and programmatic approaches. The Department of Health Care Services holds final decision-making authority in selecting funded projects.

Application Appeal Process. An application appeal process is not available for this funding opportunity.

APPLICATION TIMELINE

At The Center’s discretion, the timeline below is subject to change to best meet programmatic needs and funder requirements.

APPLICATION DEADLINE:

August 28, 2023, at 1 p.m. (Pacific Time)

REVIEW OF APPLICATIONS:

August-September 2023

APPROXIMATE AWARD ANNOUNCEMENT:

October 2023

APPROXIMATE DATE GRANTS ISSUED:

November 16, 2023

NOTE: All funding will be backdated to November 16, even if grant agreements are signed after November 16.

To be considered, organizations must submit applications online by **1:00 p.m. Pacific Time** on the deadline date of **August 28, 2023**.

Proposals received after the due date/time will not be reviewed. Submission before the deadline date is highly advised in case you experience technical difficulties with submitting your application through the portal. We may not be able to respond to your requests for help on the deadline date.

PROPOSERS’ WEBINAR

We have scheduled two proposers’ webinars to review the Elevate Youth CA program funding opportunity and the application process and to answer questions. Participation in a webinar is strongly recommended. The content of each webinar will be repeated and the same. Please review the application materials prior to registering for a webinar. Additionally, we will host office hours to provide additional support on the application.

RFA Review Webinars

Thursday, July 27, from 10:00 a.m. to 11:30 a.m.

[Register on Zoom](#)

Wednesday, August 2, from 10:30 a.m. to 12:00 p.m.

[Register on Zoom](#)

Office Hours

Thursday, August 10, from 10 a.m. to 11 a.m.

[Register on Zoom](#)

Tuesday, August 22, from 1 p.m. to 2 p.m.

[Register on Zoom](#)

Note: A confirmation e-mail with the link to join the webinar will be sent immediately after registration. If you do not receive it, please check your spam/junk folder.

IMPORTANT APPLICATION GUIDELINES

To help us process your application, please follow these submission guidelines:

- We encourage you to submit your application before the deadline date in case you need help with any of the RFA components.
- Applications are due no later than 1 p.m. Pacific Time on August 28, 2023.
- Submit the application via our online portal through [this link](#). You will use the link that you will receive via e-mail to continue working on your saved application.
- When working on your application in the portal, use Microsoft Edge, formerly known as Internet Explorer, as the browser when working on a PC, and Safari as the browser when working on a Mac.
- Respond to all required fields (marked with an *).
- Upload all attachments listed under “Application Checklist” below.
- On the portal, you may click “Save & Finish Later.” You will receive an e-mail with a link to return to your in-progress application.
- Click “Save & Finish Later” any time you will not be working in your application for a few minutes.
- You may submit your application only once. Be sure your application is complete and accurate, including required documents, before submitting it. Revised applications will not be accepted.
- If you are unable to submit your application online or need help, please contact us at elevateyouthca@shfcenter.org with the subject line: Application Online Help.

**Send questions and inquiries related to this funding opportunity
to elevateyouthca@shfcenter.org with the subject line:
Elevate Youth California RFA Question**

APPLICATION CHECKLIST

- Initiate the funding application [online](#). The link is posted on the [Elevate Youth California website](#).
- Required Application Attachments**
 - Proposed budget completed with Form 1: Proposed Budget Template (template available in the online portal)

- Form 2: Proposed budget justification
- Applicant organization's W-9
- Form 3: Work plan completed in The Center's required template (template available in the online portal)
- Support letter signed by the applicant organization's administrator/executive. If the application has a fiscal sponsor a signed support letter from both the fiscal sponsor and implementing organization should be attached.

Incomplete applications will not be reviewed. Applications received after the above deadline will not be considered.

If you are unable to submit your application online or need help, please contact us at elevateyouthca@shfcenter.org with the subject line: Application Online Help.

APPLICATION FOR REFERENCE ONLY

SUBMIT YOUR APPLICATION USING THE ONLINE PORTAL

If you are unable to submit your application online or need help, please contact us at elevateyouthca@shfcenter.org with the subject line: Application Online Help.

Elevate Youth California Grant Application

Organization and Contact Info

This section is to be completed by the qualifying organization; please use the legal name as registered with the IRS. Qualifying organizations are defined as organizations that have its 501(c)(3) nonprofit tax-exempt status, be a Tribal organization (including 638s and urban clinics) or be a county behavioral health organization that is the sole provider of prevention services in their respective county.

Organization name:

Street Address:

City

State/Province:

Zip/Postal Code:

County:

Phone:

Website/URL (optional):

Applicant Organization Tax ID #:

What is the organization's annual budget amount?

Organization Status – Does the organization have 501(c)(3) nonprofit status with the IRS? Circle One:

Yes No Unsure

Does the applicant organization have an annual financial audit? Circle One: Yes No

Legal Entity: Please select the closest legal entity from the options below. This should match what the organization wrote in question 3 on the W-9

Director/CEO Contact Information

The Director/CEO should be associated with the qualifying organization from the section directly above.

Director/CEO Contact First Name:

Director/CEO Contact Last Name:

Director/CEO Contact Title:

Director E-mail Address:

Director Office phone:

Director/CEO Contact Office Phone Extension:

Application Contact:

Application Contact E-mail Address:

Application Contact Phone:

Is the project sponsored by the applicant organization? Circle One: Yes No

A fiscal sponsor is an organization that applies on behalf of an entity or group that does not have legal standing with the IRS.

Fiscally Sponsored Entity Information, if applicable

Name of fiscally sponsored project:

Street Address:

City:

State/Province:

Zip/Postal Code:

County:

Phone:

Website/URL (optional):

What is the sponsored organization's annual budget amount?

Primary Project Contact Information

If you are entering an additional contact and the project has fiscal sponsor please enter a contact affiliated with the fiscally sponsored organization.

First Name:

Last Name:

Title:

Email:

Phone:

Phone Extension:

Project Information

Project Name (20 words maximum):

Brief Purpose of Project

Briefly describe the proposed services and who will be served. The description must start with "To." (100 words or less)

Amount Requested: \$_____

Start Date: November 16, 2023

End Date: November 15, 2026

Proposed Implementation Strategy (select at least two)

- Youth Activism for Policy, System or Environmental Change (required)
- Mentorship/Relationship Building
- Peer-led Support and Leadership Program

Project Geography

For the county or counties that the organization benefits, indicate your best estimate of the percentage of the project work that would take place there (best estimate). (Total must add up to 100.)

Alameda	Kings	Placer	Sierra
Alpine	Lake	Plumas	Siskiyou
Amador	Lassen	Riverside	Solano
Butte	Los Angeles	Sacramento	Sonoma
Calaveras	Madera	San Benito	Stanislaus
Colusa	Marin	San Bernardino	Sutter
Contra Costa	Mariposa	San Diego	Tehama
Del Norte	Mendocino	San Francisco	Tuolumne
El Dorado	Merced	San Joaquin	Trinity
Fresno	Modoc	San Luis Obispo	Tulare
Glenn	Mono	San Mateo	Ventura
Humboldt	Monterey	Santa Barbara	Yolo
Imperial	Napa	Santa Clara	Yuba
Inyo	Nevada	Santa Cruz	
Kern	Orange	Shasta	

Urban/Rural

Indicate whether the proposed project benefits people living in an urban or rural area, or both.

Region where services will be implemented (see definition in RFA):

- Urban
- Rural
- Both Urban and Rural

Race and Ethnicity

For the racial and ethnic populations that will be affected, provide your best estimate of the percentage of the total people of each population [able to choose multiple; Total must add up to 100]

- American Indian and Alaska Native [Provide specific population(s) ____]
- Asian-American [Provide specific population(s) ____]
- Black or African American [Provide specific population(s) ____]
- Hispanic or Latino [Provide specific population(s) ____]
- Middle Eastern or North African [Provide specific population(s) ____]
- Pacific Islander [Provide specific population(s) ____]
- White [Provide specific population(s) ____]
- Multi-racial/Multi-ethnic: [Provide specific population(s) ____]
- Another race ethnicity or origin not on the list: [Provide specific population(s) ____]

Age Group

All selected activities must be related to youth 12-26 years old. For the age groups that will be affected, provide your best estimate of the percentage in each age group. (Total must add up to 100.)

- Under 5 _____ % 5-9 _____ % 10-14 _____ % 15-19 _____ %
 20-24 _____ % 25-26 _____ % 27-54 _____ % 55+ _____ %

Additional Area of Focus

- Foster Youth
- 2S/LGBTQ+ Youth
- Youth with Disabilities
- Youth Experiencing homelessness/housing insecurity
- Immigrant Youth and Youth from mixed immigration status families
- Youth/Young Adult who are in county jail, state prison or juvenile detention, on state parole, on county probation, or under post release community supervision
- Youth with mental health disorder needs
- Youth with substance use disorder needs
- Youth with limited English proficiency
- Youth from low-wage families
- Uninsured and youth formerly enrolled in Medi-Cal
- Other: _____

Racial/Ethnic Make-up of Board and Staff

For the racial and ethnic populations that make up the board and staff of the applying organization, provide your best estimate of the percentage of the total people of each population [able to choose multiple; Total must add up to 100]

- American Indian and Alaska Native [Provide specific population(s) _____]
- Asian-American [Provide specific population(s) _____]
- Black or African American [Provide specific population(s) _____]
- Hispanic or Latino [Provide specific population(s) _____]
- Middle Eastern or North African [Provide specific population(s) _____]
- Pacific Islander [Provide specific population(s) _____]
- White [Provide specific population(s) _____]
- Multi-racial/Multi-ethnic: [Provide specific population(s) _____]
- Another race ethnicity or origin not on the list: [Provide specific population(s) _____]

NARRATIVE QUESTIONS

1. **Organization Description.** Provide a brief overview of your organization (the entity that is carrying out the project) including: a) when it was established, b) its mission c) whom you serve, d) types of programs you operate and e) geographic area the organization provides services currently. If applying as a coalition, information about the coalition should be provided. (200 words maximum)
2. **Need.** Describe the need, challenge or issue the project will address. If available, include relevant data from secondary sources (such as the Census) and/or primary sources (such as town halls or focus groups). (200 word maximum)
3. **Population Description.** Describe the population that will be affected by the proposed project. Include any data available on their geographic setting or neighborhood as well as demographic

characteristics (such as age, gender, race/ethnicity), socioeconomic status, and any other relevant information. (200 words maximum)

4. **Culturally and Linguistically Appropriate Services.** Describe your organization's experience providing culturally and linguistically appropriate services to the youth to be served and their families. Briefly describe 1-3 examples of your work with youth and their families. (200 word maximum)
5. **Project Goal:** Describe your project's overall program and policy, system and environmental change goal. Frame this in terms of the project's long-term aspirations. (200 word maximum)
6. **Project Activities.** Describe in detail your plan to use these funds, including the plan you have for engaging with youth (e.g., list the specific activities and frequency) and incorporating social justice youth development and youth-led activities. Identify any curriculum, evidence-based programming, or other resources needed to carry out your proposed project, and the timeline. (300 words maximum)
7. **Monitoring and Evaluation.** Describe how you will document, monitor, or evaluate project activities and progress toward the outcomes listed above. (300 words maximum)
8. **Track Record with Proposed Project Activities and Policy Change.** State whether the proposed activities are new to your organization or an expansion of or supplement to existing activities. Describe your organization's experience with the kind of work proposed in this application, including experience running programs that are designed to support policy and systems change in addition to service delivery. Briefly describe 1-3 examples of successes your organization has had implementing similar work. (300 word maximum)
9. **Partnerships.** Describe partnerships that are already in place or will be established to support implementation of your program goals. If you plan to subcontract a portion of this funding, please describe the process you will use and provide a list of secured or pending partners. If you plan to partner with another currently funded Elevate Youth CA grantee, describe how the partnership relates to and aligns with your proposed program activity. Include if these are new or existing partners. If no partners are needed, please explain. (200 word maximum)
10. **Qualifications of Project Team.** Describe the qualifications of the project leaders and key staff on the project. Explain how these staff members will carry out the activities identified above and support the evaluation and/or reporting requirements of this funding opportunity. If additional staff is needed, please tell us the positions that will need to be hired (200 words maximum)
11. **Technical Assistance.** To help us plan a technical assistance strategy, please tell us what technical assistance your organization would benefit from in implementing this project? (Your response to this question is not considered in decisions about funding.) (150 words maximum)

ATTACHMENTS

- Form 1: Proposed Three-year Project Budget (required) –Form 1 is located in the Attachments section of the online application form, fill it in and upload it. Be sure to complete a budget for each year. Each budget will roll up to the total budget spreadsheet.
- Form 2: Proposed Project Budget Justification (required) – Form 2 is located in the Attachments section of the online application, please describe expense line items and what they will support.
- Applicant organization's signed W-9 (required). Please upload under the attachments section of the application.

- Form 3: Work plan (required) – Form 3 is located in the Attachments section of the online application form, fill it in and upload it. Please upload under the attachments section of the application.
- Support Letter (required) signed by the applicant organization’s executive, or if you are applying as a coalition, support letter signed by each coalition member stating their role in the project and signed by that organization’s executive. The support letter should affirm the applicant’s ability to submit quarterly data and financial progress reports, participation in external evaluation activities and participation at two in-person convenings. Please upload under the attachments section of the application.

APPENDIX A – INSURANCE REQUIREMENTS

All evidence of required insurance coverage must be submitted to The Center prior to the release of payment. Awarded organizations will receive an e-mail from “The Center@Sierra Health Foundation” via TrustLayer requesting the same insurance documents as indicated below. A link will be provided for organizations to review and upload the required insurance documents. Please pay special attention to the “Additional Requirements” section for exact instructions and specific language that must be included.

Commercial General Liability

- Each Occurrence must be greater or equal to \$1,000,000
 - Coverage Trigger: Occurrence must be present
 - Insurance is written on an occurrence basis using ISO form CG 0001 or equivalent
- General Aggregate must be greater or equal to \$2,000,000
- Products/Completed Operations Aggregate must be greater or equal to \$2,000,000
- Personal and Advertising Injury must be present
- Primary and Non-Contributory Endorsement must be present
- Additional Insured Endorsement must be present
 - With Completed Operations language
 - Using a combination of ISO forms CG2010 10/04 and CG 2037 10/04 or equivalent

Automobile Liability

- Combined Single Limit (each accident) must be greater or equal to \$1,000,000
- Coverage Applies to: Owned Autos Only must be present
- Coverage Applies to: Hired Autos Only must be present
- Coverage Applies to: Non-Owned Autos Only must be present
- Additional Insured Endorsement must be present
 - Using ISO form CA 2048 or equivalent

Worker’s Compensation and Employer’s Liability

- Statutory Limits must be present
- Employer’s Liability Each Accident must be greater or equal to \$1,000,000
- Employer’s Liability Disease – each employee must be greater or equal to \$1,000,000
- Employer’s Liability Disease – policy limit must be greater or equal to \$1,000,000
- Waiver of Subrogation Endorsement must be present

Professional Liability

- Each Claim must be greater or equal to \$1,000,000
- Aggregate must be greater or equal to \$2,000,000

Additional Requirements

- Certificate Holder must read: Sierra Health Foundation 1321 Garden Highway Sacramento, CA 95833
- A.M. Best rating of at least A-:VI
- Description of Operations must read: The Center, Sierra Health Foundation, The State of California, their respective officers, directors, agents, representatives, constituent entities, affiliates, volunteers, officials, parents, subsidiaries, and employees shall be added as Insureds (“additional Insureds”) under each commercial general liability and automobile insurance policy. Agreement number 23-30138 must be present.