

City of Alexandria, Virginia

13
10-9-01

MEMORANDUM

DATE: OCTOBER 1, 2001

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: PHILIP SUNDERLAND, CITY MANAGER *PS*

SUBJECT: RECEIPT OF A GRANT FROM THE U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES DIVISION OF SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES ADMINISTRATION (SAMHSA) FOR THE ALEXANDRIA LATIN YOUTH ENRICHMENT PROGRAM.

ISSUE: City Council approval of the receipt of a grant from the U.S. Department of Health and Human Services division of Substance Abuse and Mental Health Services Administration to implement a workable prevention strategy to address youth risk-taking behaviors in the Hispanic community.

RECOMMENDATIONS: That the City Council authorize the City Manager to:

- (1) Accept the grant from the Department of Health and Human Services, for one year funding of \$85,000 for the SAMHSA/Alexandria Latin Youth Enrichment Program;
- (2) Approve the continuation of three (two full-time and one part-time) grant funded positions in the Alexandria Health Department Latin Youth Enrichment Program. These grant-funded positions would terminate upon expiration of the grant and the individuals who fill these positions will be notified of this condition of employment at the time their employment is renewed and would sign an agreement of understanding with regard to this condition. It should be noted that there are no additional monies available in the City budget to continue the grant-funded activities after the grant funds expire; and
- (3) Execute all necessary documents pertaining to the grant.

BACKGROUND: The SAMHSA Alexandria Latin Youth Enrichment Program is a life skills training program designed to prevent the early onset of substance abuse among Hispanic adolescents living in the Arlandria and West End neighborhoods in Alexandria. The secondary goals are to prevent the early onset of involvement in sex, and to ensure access to, and enrollment in, primary health care services for all participants. It addresses risk and protective

factors that influence youth-risk-taking behaviors; provides general drug and sex education; and teaches personal social skills and drug resistance skills.

Working collaboratively with the Alexandria Health Department, Mental Health/Mental Retardation/Substance Abuse Department, the Alexandria Neighborhood Services Incorporated, Northern Virginia Urban League, and the Alexandria Chapter of the American Red Cross will join forces with City Hispanic Advocacy groups to implement a community-based substance abuse and pregnancy prevention program targeting Latino youth at three sites in the City of Alexandria. The program will serve males and females, grouped in ages nine to twelve and thirteen through seventeen. Staff at the operational level will be bilingual/bicultural health educators, counselors and para professional workers. Through a combination of instruction, demonstration, feedback, reinforcements and behavior rehearsal, students will learn the skills they need to resist social pressures to smoke, drink, use drugs and becoming involved sexually. Using the curriculums *Life Skill Training* developed by Gilbert J. Bolvia and *Como Planear Mi Vida* developed by Advocates for Youth, youth will participate in regular discussions that focus on self-esteem, values, goal development, decision making, communication skills, cultural adaptation, family and personal relationships. Youth will receive assistance with their homework, perform volunteer activities, learn job skills and participate in cultural adaptation, family, and recreational activities. Alcohol and drug abuse prevention and sex education will be integrated throughout the program curriculum. All participating youth will be counseled about the need for, and how to access primary health care, including reproductive health care and counseling through the City's Adolescent Health Center, the Arlandria Health Center or their own medical provider. Dental Health Services through the Alexandria Health Department Children's Dental Clinic will also be available. In addition to the program services and activities provided for the youth, parents will be also expected and encouraged to be actively involved in the program's activities. Parent educational programs that address adolescent growth and development, adolescent sexuality, teen pregnancy, substance abuse, effective parent-teen relationships and communication will be provided on a bi-monthly basis.

DISCUSSION: Within the last few generations, there has been an explosion in the variety of drugs used and their availability. Alexandria, like many urban cities, reflects the youth drug cultures that are being seen across the United States of America. The City's rapidly growing young Hispanic families have not been spared the perils of this substance abuse erupting in its adolescent population. The Alexandria Health Department was awarded an amount of \$85,000 to address the problems of drug abuse and teen-pregnancy among Latin youth within the limits of the City.

FISCAL IMPACT: The SAMHSA/Latin Youth Enrichment Program grant award in the amount \$85,000 is for a period of one year, from July 15, 2001 through July 14, 2002. There is no cash match or local funding requirement for this grant. The City is responsible for the normal administrative costs associated with this grant. These costs include financial and reporting oversight provided by the administrating agency, as well as by the Office of Management and

Budget and by the Finance Department. It should be noted that there are no monies designated in the City budget to continue these activities once the grant funds are expended.

ATTACHMENT: Award letter from the Department of Health and Human Services division of Substance Abuse and Mental Health Services Administration, dated July 24,2001.

STAFF:

Michael Wiener, Administrator, Alexandria Health Department

Judy Southard, Director of Nursing, Alexandria Health Department

Gene Swearingen, Director, Office of Management and Budget

Paul Doku, Budget/Management Analyst, Office of Management and Budget.

**DEPARTMENT OF HEALTH & HUMAN SERVICES**

Substance Abuse and Mental Health
Services Administration
Center for Mental Health Services
Center for Substance Abuse Prevention
Center for Substance Abuse Treatment
Rockville, Maryland 20857

July 24, 2001

Dear Grantee:

You have been awarded support for your competing grant application by the Substance Abuse and Mental Health Services Administration (SAMHSA). A Notice of Grant Award (NGA) is enclosed with Terms and Conditions attached which must be complied with which constitutes acceptance of the NGA. The PHS Grants Policy Statement (Rev. April 1, 19994) which is a compilation of the salient features of policies and various policy issues regarding administration of grant awards is available through the Internet at <http://www.hhs.gov/grantsnet/gps/index.htm>. If you have any problems downloading this document, please call the Division of Grants Management at (301) 443-3958.

Other compliance issues are referenced on the NGA (Item 16) and as an enclosure, applicable Regulations which should be reviewed as well.

Recipients of Federal grants are required to have an annual audit performed in accordance with OMB Circular A-133 - Audits of States, Local Governments and Non-Profit Organizations. The audit report should be submitted to the Federal Audit Clearinghouse, Bureau of the Census, 1201 E. 10th Street, Jeffersonville, IN 47132. The audit must be completed within nine (9) months from the end of your organization's fiscal year.

A Financial Status Report (Long Form/SF-269) is an annual requirement. All expenditure information including program income generated from this grant must be reported on this form. The Financial Status Report is due within 90 days after the end of each budget period, and must be mailed to the Division of Grants Management, OPS, SAMHSA, 5600 Fishers Lane, Rockwall II Building, Suite 630, Rockville, MD 20857.

If you need help or have concerns about the technical programmatic aspects of this project, please contact the Project Officer or contact the Grants Management Specialist about the financial/business management aspects of this project, including the interpretation of grant policy issues. The names of these individuals, including their phone numbers, are located on the NGA as well as the Terms and Conditions of Award referenced above.

In communicating with your applicable Center, please reference the grant number located in Item 4 of the NGA. Correspondence must also reflect the authorized official signatures of the grantee institution. Failure to clearly reference the grant number can impede our ability to respond to your requests.

Division of Grants Management
Office of Program Services

Enclosures

cc: Program Director

Grantee Business Officer

SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES ADMINISTRATION

NOTICE OF GRANT AWARD

AUTHORIZATION (Legislation/Regulation) SECTION 501 (d) (5) PHS ACT, AS AMENDED, (42 U.S.C. 290aa),

3. SUPERSEDES AWARD NOTICE dated / / except that any additions or restrictions previously imposed remain in effect unless specifically rescinded. 4. GRANT NO. 1 H79 SP09373-01 5. ADMINISTRATIVE CODES SP-H79 / EARMARK 6. PROJECT PERIOD From 07/15/2001 Through 07/14/2002 7. BUDGET PERIOD From 07/15/2001 Through 07/14/2002 8. TITLE OF PROJECT (OR PROGRAM) (Limit to 56 spaces) SAMHSA/Alexandria Latin Youth Enrichment Program

9. GRANTEE NAME AND ADDRESS a. City of Aleandria b. 517 N. Saint Asaph Street c. Alexandria e. VA f. 22314

10. DIRECTOR OF PROJECT (PROGRAM DIRECTOR/PRINCIPAL INVESTIGATOR) (LAST NAME FIRST AND ADDRESS) Jasper, Darhyl Alexandria Health Dept 517 N. Saint Asaph Street Alexandria, Va 22314

11. APPROVED BUDGET (Excludes PHS Direct Assistance) I PHS Grant Funds Only II Total project costs including grant funds and all other financial participation (Select one and place NUMERAL in box.) a. Salaries and Wages \$ 61,923 b. Fringe Benefits \$ 17,122 c. Total Personnel Costs \$ 79,045 d. Consultant Costs 0 e. Equipment 0 f. Supplies 0 g. Travel 0 h. Patient Care - Inpatient 0 - Outpatient 0 i. Alterations and Renovations 0 k. Other 5,955 l. Consortium/Contractual Costs 0 m. Trainee Related Expenses 0 n. Trainee Stipends 0 o. Trainee Tuition and Fees 0 p. Trainee Travel 0 q. TOTAL DIRECT COSTS \$ 85,000 r. INDIRECT COSTS (Rate .00 % of S&WTADG) \$ 0 s. TOTAL APPROVED BUDGET \$ 85,000 t. SBR Fee \$ u. Federal Share \$ 85,000 v. Non-Federal Share \$ 0

12. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE a. Amount of PHS Financial Assistance (from Item 11v) \$ 85,000 b. Less Unobligated Balance From Prior Budget Periods \$ 0 c. Less Cumulative Prior Award(s) This Budget Period \$ 0 d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION \$ 85,000

13. RECOMMENDED FUTURE SUPPORT (SUBJECT TO THE AVAILABILITY OF FUNDS AND SATISFACTORY PROGRESS OF THE PROJECT) TABLE WITH COLUMNS: YEAR, TOTAL COSTS (DIRECT AND INDIRECT), YEAR, TOTAL COSTS (DIRECT AND INDIRECT). Content: N/A

14. APPROVED DIRECT ASSISTANCE BUDGET (IN LIEU OF CASH): a. Amount of PHS Direct Assistance \$ b. Less Unobligated Balance From Prior Budget Periods \$ c. Less Cumulative Prior Award(s) This Budget Period \$ d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION \$ N/A

15. PROGRAM INCOME SUBJECT TO 45 CFR PART 74, SUBPART F, OR 45 CFR 92.25, SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES: (Select One and Place LETTER in box.) a. DEDUCTION b. ADDITIONAL COSTS c. MATCHING d. OTHER RESEARCH (Add/Deduct Option) e. OTHER (See REMARKS) B

16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, THE PHS ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING: a. The grant program legislation cited above. b. The grant program regulation cited above. c. The award notice including terms and conditions, if any, noted below under REMARKS. d. PHS Grants Policy Statement including addenda in effect as of the beginning date of the budget period. e. 45 CFR Part 74 or 45 CFR Part 92 as applicable. In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.

REMARKS: (Other Terms and Conditions Attached - Yes No) See attached

GMS: Reyes, William I (301)443-7375 PO: Flinchbaugh, Laura J (301)443-0353 PHS GRANTS MANAGEMENT OFFICER (Signature) (Name-Typed/Print) (Title) Hudak, Stephen J Grants Management Officer, OPS, SAMHSA 17. OBJ. CLASS. 1.45 18. CRS - EN 1546001103A1 19. LIST NO.

20.a. FYCAN 2001C96P085 b. DOCUMENT NO. H9SP09373A c. ADMINISTRATIVE CODE d. AMT. ACTION PHL ASST. \$85,000 e. AMT. ACTION DIR. ASST.