Hamilton County Family Services and Treatment Prevention Program Grant Application

Important Dates

Grant Applications Due	**November 16, 2026 (COB)**
Notice of Awards	**On/Before December 15, 2026**
Required Learning Collaborative Grantee Meeting	**Friday, April 23, 2027** ***10:30 a.m.-11:30 a.m.*** ***Virtual mtg.***
Final Grant Report Due	**December 10, 2027 (COB)**

**COB refers to close of business, 5:00 p.m.*

Eligibility Requirements:

- ✔ The project must have as its principal mission the prevention and reduction of youth substance use/misuse, youth mental health awareness and/or youth suicide prevention.
- ✔ The applicant must be a public entity, private nonprofit, governmental, or faith-based organization.
- ✔ The project must serve communities and their residents within Hamilton County.
- ✔ This funding can assist with improving the capacity of an existing coalition or begin mobilizing one if a coalition does not currently exist in the community. The coalition can be a youth led coalition or a community-based coalition.

Overview

PreventionFIRST! announces the availability of funds for the FY2027 Hamilton County Family Services and Treatment – Prevention Program grant. This is a behavioral health grant opportunity which is focused on either substance use prevention, mental health awareness and/or suicide prevention awareness.

Funding Opportunity Title:	Hamilton County Family Services and Treatment – Prevention Program
Eligible applicants:	The application must be submitted by a Hamilton County coalition or organization that maintains a focus of either youth substance use prevention, mental health awareness, and/or suicide prevention.
Final Grant Applications Due:	**By close of business (COB) on November 16, 2026**
Notice of Award:	**On or Before December 15, 2026**
Required Learning Collaborative Grantee Meeting:	**April 23, 2027**- 10:30 a.m.-11:30 a.m. Virtual meeting
Award Levels Dependent on Grant Application Category:	Up to $1,000 for Mobilizing Up to $2,000 for Planning Up to $3,000 for Implementation
Length of Project Period:	**January 2027-December 2027**

Reporting Requirements:	A final report is due **COB December 10, 2027** to PreventionFIRST! Program Coordinator Jade Jacobs, jjacobs@prevention-first.org. Phone 513-751-8000 ext. 19

Funding Opportunity Description

The Hamilton County Mental Health Recovery Services Board has contracted with PreventionFIRST! to support local coalition and behavioral health prevention development in Hamilton County. This grant is intended to improve the capacity of a current coalition or group looking to implement prevention.

Substance use/misuse prevention is defined as preventing the onset of alcohol and other drug (AoD) use, misuse and substance use disorders. AoD prevention is a planned sequence of activities that, through the practice and application of evidence-based prevention principles, policies, strategies and programs, is intended to inform, educate, develop skills, reduce risk behaviors, affect environmental factors, and/or provide referrals to other services. Prevention in mental health aims to reduce the risks of mental illness and substance use disorder (Ohio Dept. of Behavioral Health). Everyone can help prevent suicide by learning the warning signs, promoting resilience, and supporting people at risk (U.S. Centers for Disease Control and Prevention).

This grant is <u>not</u> intended to merely fund programs that do not move the capacity of a coalition or prevention-intended group or initiative. Movement toward positive community change focused on substance use prevention and/or improved mental health awareness rates in a particular community needs to be demonstrated.

Goal 1: To increase community collaboration

Establish and strengthen collaboration among community sectors and county entities to support the efforts of community coalitions to prevent and reduce substance use/misuse among youth and/or improve mental health awareness and suicide prevention awareness.*

**youth is defined as individuals 25 and younger because of our partnerships with local colleges/universities.*

Goal 2: To reduce youth substance use/misuse and/or improve mental health awareness

Reduce substance use/misuse among youth and, over time, among adults by addressing the factors in the community that increase the risk of substance use/misuse and promoting the factors that minimize the risk of substance use/misuse.* This goal can also focus on improving mental health awareness and suicide prevention awareness among youth.

**substances include, but are not limited to, narcotics, depressants, stimulants, hallucinogens, cannabis/marijuana, inhalants, alcohol, and tobacco including e-cigarettes/vaping, where their use is prohibited by federal, state, or local law.*

Grantees are required to work toward these two goals as the primary focus of their county-funded effort. The funds have been made available through the Family Services Treatment Levy since November 2009 and outcomes are reported back to the Hamilton County Mental Health & Recovery Services Board.

Grant Application Requirements

Annual awards are contingent upon the availability of Hamilton County Family Services and Treatment – Prevention Program funds, the continued ability of the coalition(s) to demonstrate eligibility, and grantee(s) progress in meeting grant requirements, as well as all required data and reports. There is no match (in-kind) required for this grant. However, in-kind donations from local partners are welcome to assist in building long-term community partnerships. Applicants will need to choose whether they will be using the funds for prevention coalition development focused on either **1) mobilizing 2) planning 3) implementation**. Please choose **one.**

A **mobilizing** grant would permit a community group to collect quantitative (i.e. data expressing a certain quantity, amount or range for instance height) and qualitative data (i.e. data collected through observations or recorded through focus groups or interviews) to identify the substance use problem in their community. This type of grant would allow a group to identify existing prevention resources or gaps in services and build coalition capacity (increase coalition membership and increase coalition sector representation). ***Up to $1,000**

A **planning** grant would be used to plan for eventual implementation of environmental strategies in the community, based on your local substance use/misuse identified problem. By choosing a planning grant, the group can begin to plan for the intervention and outcomes sections of the action plan/logic model process. This would entail carrying out a community-based planning process that identifies environmental strategies based on the 7 Strategies for Community Change by the Community Anti-Drug Coalitions of America (CADCA) in order to achieve outcomes. ***Up to $2,000**

An **implementation** grant allows for a group to ensure the strategies and activities chosen are evidence-based and/or evidence-informed practices moving toward positive community change related to prevention with policies, maintain multi-sectors in the plan that is culturally competent and implemented with fidelity. ***Up to $3,000**

If you are unsure of which category you fit into, please reach out to PF! Program Coordinator Jade Jacobs at jjacobs@prevention-first.org or 513-751-8000 ext. 19.

If you have received funding from the Hamilton County Family Services and Treatment Prevention Program grant in the past, you are eligible to apply again if you have demonstrated prudent fiscal management, completed action plans and filed required reporting to PF!. If selected to receive a grant, funds will be awarded for one year, from January-December 2027.

Submission Information

Applications must be received via email by **COB (5:00 p.m.) November 16, 2026**. PreventionFIRST! will not accept applications sent by facsimile. Email to PF! Program Coordinator Jade Jacobs at jjacobs@prevention-first.org.

Outline of Grant Application

Applications must follow this checklist and order of narrative questions when compiling your application. Applications that do not follow the checklist and answer all narrative questions accordingly will not be accepted. Each section, and the required information for each, is detailed below.

- **Cover Sheet** (first page of application) (See attachment 1); Include organization's EIN number and fiscal agent
- **Project Narrative** (See attachment 2)
- **One Year Action Plan** including timeline of activities (January 2027-December 2027), including what prevention strategies you intend to implement, and who will be involved in the project; Attached template must be used (See attachment 3); Attachment 4 lists prevention strategies and examples
- **Budget & Budget Narrative**; attached template must be used (See attachment 5)
- **Listing of who is represented in your group from the Community Sectors or prospective members.** The sectors are youth, parents, business community, media, schools, youth-serving organizations, law enforcement/fire department agencies, religious or fraternal organizations, healthcare professionals, state, local or tribal government agencies, civic and volunteer groups, senior citizens, and other organizations with expertise in the field of substance abuse (See attachment 6)

Budget

All applicants must provide a one-year budget and budget narrative from January 2027-December 2027 using the budget table included: (See attachment 4)

Unallowable expenditures

- Religious organizations for religious purposes
- Political causes, candidates, organizations or campaigns
- Grants to individuals
- Food/beverages that exceed 5 percent of the total budget
- Debt retirement
- Cash incentives or Visa/MasterCard gift cards
- Indirect costs (staff salaries, rent, utilities, etc.)

Allowable expenditures

- Evidence-based prevention programming and/or training
- Supplies/photocopying/postage & mailing
- Alternative school activities (i.e. after prom parties)
- Marketing/promotion cost for the specific project
- Local travel
- Food/beverages up to 5 percent of the total budget
- Small stipends for consultants, not to exceed 10 percent of total budget
- Small incentives such as prevention products, gift cards to specific retail establishments such as Starbucks, Kroger permitted, however, the cards cannot exceed 5 percent of total budget

Award Notices

PreventionFIRST! will notify you through email that your application has been received. Half of the award will be administered to grantees in January; the remaining half will be administered in July if the grantee has completed the required learning collaborative meeting. If you are approved for funding, you will receive a Notice of Award (NOA), signed by PreventionFIRST! The NOA is the sole obligating document that allows the grantee to receive the county funding for work on the grant project.

Administrative Requirements

Grantees must comply with all terms and conditions of the grant award. Grantees will be held accountable for the information provided in the application related to performance targets. Failure to meet stated requirements or goals and objectives may result in suspension or termination of the grant award.

Attachment 1: Cover Sheet Template

Hamilton County Family Services and Treatment
Prevention Program

APPLICANT INFORMATION		
Application (circle one)	**Type (circle one)**	Date Received* *for office use only
New Previously Funded	Mobilizing Planning Implementation	
Coalition/Group Name		
Street Address		
City	State	Zip Code
County	Phone	
Fax	Email	
Zip Codes of coalition/group geographic area		
Coalition/Group contact	Title	
Coalition/Group contact signature	Date	
EIN number		
Fiscal agent representative (if applicable)	Title	
Fiscal agent signature (if applicable)	Date	

Attachment 2: Project Narrative

The Hamilton County Family Services and Treatment Tax Levy of 2009 authorizes grant funding for community coalitions in Hamilton County. **Applications may not exceed 2 pages and must be single-spaced.** Applications must answer the prompts and questions below in the accompanying box to the right.

Organization's History	
Briefly describe your organization's history.	

Mission and Vision Statements of Organization	
The project must have as its principal mission either the prevention and reduction of youth substance use/misuse, mental health awareness and/or suicide prevention. *Mobilizing grants must demonstrate their plan for developing their mission and vision statements, if not already in place.	
Substance Use/Misuse-Related Problem(s) in the Community	
What substance use data/trends are present in your community that relate to behavioral health? (i.e. PreventionFIRST! Student Drug Use Survey Data, Monitoring the Future Survey Data, mental health rates, suicide rates, public health data, etc.)	
Data Supporting Substance Use Problem(s)	
Provide data related to youth consequences (i.e., social indicators) such as crime data, juvenile justice/social services referrals, school failure, impaired driving rates, emergency room data, substance use/misuse treatment admissions, and EMS data; or data related to mental health or suicide rates.	
Community factors/norms leading to substance use-related problems	
What factors/norms are contributing to your community's youth substance use-related or mental health problems?	
Describe strategies to address the two goals of this grant.	
Describe the objectives and strategies your organization has identified to address a. Goal 1: To Increase community collaboration b. Goal 2: To reduce youth substance use/misuse, youth suicide; or increase mental health awareness among youth	

Attachment 3: One Year Action Plan

Timeline	Activities	Who in your community will help your group with your activity(s)?	What prevention strategy(s) do you intend to implement? (see attachment 4 for examples and the full list)
January			
February			
March			
April			
May			
June			
July			
August			
September			
October			
November			
December			

Attachment 4: Prevention strategies

1. Providing Information: Educational presentations, workshops, webinars, public service announcements (PSAs), billboards; *one way or two way educational or informational sharing*
2. Enhancing Skills: Seminars/webinars, trainings, technical assistance, retreats; *activities designed to increase the skill set of members needed to achieve population-level community change*
3. Providing Support: Alternative activities to AoD use (drug free dances or events), mentoring, support groups
4. Enhance access/reduce barriers: Time/location of meetings, providing education, providing transportation and/or childcare; *improving measures to increase opportunity for prevention to be implemented*
5. Changing Consequences: Increasing public recognition for good actions, individual/business rewards, tax incentives, citations/fines, revocation of licenses; *increasing/decreasing a particular behavior that reduces risk or enhances protection by altering the consequences*
6. Physical Design: Signage, lighting, number of liquor outlets in a given area, parks, school or community climate to reduce alcohol/drug use; *changing the structure of an environment to reduce risk or enhance protection*
7. Modifying/Changing Policies: Workplace initiatives, procedures, public policy, community systems' changes

Source : Community Anti-Drug Coalitions of America (CADCA) Seven Strategies for Community Change: CADCA.org

Attachment 5: One Year Budget and Budget Narrative for January 2027-December 2027

EXAMPLE: Budget Item: Training-Registration		
Request: Coalition Academy registrations	Cost: 8 individuals X $100 per registration fee	Total Requested: $800
Narrative: *Eight coalition members will be selected to attend the annual PF! Coalition Academy*		

Budget Item: Travel- Mileage		
Request:	Cost ($0.45/mile is the current rate):	Total Requested:
Narrative:		
Budget Item: Supplies- Printing/Copying		
Request:	Cost:	Total Requested:
Narrative:		
Budget Item: Supplies- Mail/Postage		
Request:	Cost:	Total Requested:
Narrative:		
Budget Item: Supplies- Materials/Incentives (gift cards allowed up to 5% of budget)		
Request:	Cost:	Total Requested:
Narrative:		
Budget Item: Consultants- Honorariums (up to 10%)		
Request:	Cost:	Total Requested:
Narrative:		

Budget Item: Training- Registration		
Request:	Cost:	Total Requested:
Narrative:		
Budget Item: Other- Food/Beverages (up to 5%)		
Request:	Cost:	Total Requested:
Narrative:		
	TOTAL AMOUNT REQUESTED	**$**

Attachment 6: List the Community Sectors for Coalition Building (name and organization) **Not required to have all sector representatives.

Category	**Current Coalition Member(s)**	**Prospective Coalition Member(s)**
Youth (up to 25 years of age)		
Parents		
Business community		
Media		
Schools		
Youth-serving organizations		
Law enforcement/fire department agencies		
Religious or fraternal organizations		

Healthcare professionals		
State, local or tribal government agencies		
Civic and volunteer groups		
Senior Citizens		
Other organizations with expertise in the field of substance use or behavioral health		