
Community Addictions Prevention and Mental Health Promotion Fund

Application Form

The Community Addictions Prevention and Mental Health Promotion Fund is an initiative of the Mental Health and Addictions Division of the Department of Health and Community Services. This fund supports projects and programs that seek to reduce problematic substance use, promote mental health, address stigma, and provide effective prevention, harm reduction, treatment and enforcement strategies by focusing on the following priorities:

- Increasing Awareness and Understanding of Problematic Substance Use and/or Gambling
- Reducing Alcohol-Related Harms
- Developing Supportive Communities
- Promoting Mental Health
- Providing Recreational Activities
- Supporting Child / Parent / Family Development

The Community Addictions Prevention and Mental Health Promotion Fund is being administered by the four regional health authorities; Labrador-Grenfell Health, Western Health, Central Health and Eastern Health.

All individuals, not for profit community groups, and organizations in the four health regions of Newfoundland and Labrador, who are interested in preventing addictions issues and promoting mental health to community members, are eligible to apply for project funding through their regional health authority. The maximum amount of funding that may be requested for one specific project may vary by region. You are encouraged to reach **your regional contact (see page 4)** for further details.

To receive funding, the project must cover one of the following priority areas. Your application must identify which of these priority areas it covers.

- **Increasing Awareness and Understanding of Problematic Substance Use and/or Gambling**
 - Individuals and community groups may benefit from an enhanced understanding of problematic substance use and/or gambling. Educational and awareness resources can be useful in working with youth and adults to help them better understand the risks associated with substance use and gambling. Increasing awareness and understanding can help correct common misperceptions about the nature of problematic substance use, its prevalence and how to reduce associated risks and harms. Activities can include addictions awareness and educational resources, information displays, training and awareness events, media and social marketing campaigns, etc.

- **Reducing Alcohol-Related Harms**

- Despite real concerns about the harms of illicit drug use, alcohol remains the main drug of choice for most adults and youth in this Province. Alcohol consumption can result in fatalities and serious injury through motor vehicle collisions, violence, and other risk taking behaviors. Youth and adults who engage in binge drinking patterns put themselves at extreme risk which can result in serious harm to themselves or others. Among other things, activities to help reduce alcohol-related harms may include impaired driving prevention programs, enforcement of minimum legal drinking age restrictions, alcohol server intervention training, and awareness programs to prevent and reduce the risks and harms associated with alcohol use.

Developing Supportive Communities

- There is a need for communities to mobilize and work together to prevent addictions, promote positive mental health, and improve the health of the community. Individuals can come together to make their communities ones in which healthy choices are easier to make and are supported by the environment around them. Communities can help create supportive environments by giving attention to community policies and processes that support health and reduce risky patterns of substance use or poor mental health. Specific activities may include: community youth programs, volunteer and civic engagement opportunities, alcohol and drug free community events and activities, and youth mentoring and leadership programs.

Promoting Mental Health

- Promoting positive mental health on a population/community level is an important component of mental health promotion. Components of positive mental health include the ability to enjoy life, dealing with life events, the ability to experience and regulate emotions, maintaining spiritual values and a sense of spirituality and/or meaning, social connections and respect for culture, equity, social justice, and personal dignity. Mental health promotion is about enhancing the capacity of individuals and communities to take greater control over their lives and improve their mental health. Specific activities may include: awareness resources around positive mental health, skill building sessions to support problem solving and emotional coping, programs or groups to support or enhance social connections, and programs to support work-life balance, anti-violence and discrimination, and access to economic resources.

- **Providing Recreational Activities**

- An important protective factor indicated by youth is the need for alternative activities, flexible programming, and after school programs. People in communities often indicate that lack of social networking, groups or associations is problematic and can lead to unhealthy behaviours. Activities focused on recreation and leisure are important elements of substance use prevention and mental health promotion. Providing opportunities for community members to come together on a regular basis allows individuals to interact and create a sense of belonging without engaging in potentially harmful activities. Specific activities may include but are not exclusive to: sports events/teams,

games nights, book clubs, walking clubs, drama, writing, painting, and/or youth nights.

- **Supporting Child / Parent / Family Development**
 - Families play a vital role in the development of healthy children and young adults. Parents can help shape and promote positive mental health in their children and provide a strong foundation to help prevent risky behaviors such as problematic substance use or gambling. Parent education, support and family skill building programs can play an important role in supporting parents and families. Early childhood programs, parenting education and support groups, and family skill based programs are all examples of specific activities that can support parent and family skill building.

Application Guidelines

Applications can be hand-written or typed.

The application form must be fully completed; incomplete applications will not be considered.

A budget, outlining all associated costs of the project / program is required.

Eligible expenses include but are not limited to:

- Honoraria, speaking fees, travel and expenses for resource people will be considered on a case by case basis and must clearly demonstrate sustainability in project/program enhancement, skill building or community development
- Meals, travel or accommodations for participants or community members
- Resource material (e.g. educational / instructional materials)
- Advertising, publicity, printing
- Purchase of small recreational activity materials/equipment

Ineligible expenses include:

- Contributions to annual fundraising drives
- Core operating expenses (e.g. heat, light, staff, etc.)
- Capital expenditures (e.g. building renovations, office furniture, etc.)
- Projects which are a clear duplication of existing activities in your community.
- Individual scholarships or bursaries
- Membership fees

All successful funding recipients are required to return a completed activity tracking form (provided by your regional health authority) and receipts upon completion of the project that was funded.

Deadlines for Grant Applications will be announced by each regional health authority.

Please send applications to the contact in your region:

Labrador-Grenfell Health:

Tina Coombs
Regional Addictions Prevention/Mental Health Promotion Consultant
Mental Health and Addictions
Charles Curtis Hospital
178-200 West Street
Labrador Grenfell Health
St. Anthony, NL A0K 4S0
Tel: 709 454-0521
Fax: 709 454-4041
Email: tina.coombs@lghealth.ca

Western Health:

Regional Addictions Prevention Consultant
Mental Health & Addiction Services
Western Health
133 Riverside Drive, P.O. Box 2005
Corner Brook, NL A2H 6J7
Tel: (709) 634-4921 / 634-4171
Fax: (709) 634-4888

Central Health:

Lauren Josselyn
Regional Addictions Prevention Consultant
Mental Health and Addictions Services
Grand Falls- Windsor Community Health Building
50 Union Street
Grand Falls-Windsor A2A 2E1
Tel. (709) 489-4389
Fax. (709) 489-8182
E-mail: lauren.josselyn@centralhealth.nl.ca

Eastern Health:

Wayne Bishop
Addictions Prevention Consultant
Mental Health and Addictions Program
Eastern Health
30 Ropewalk Lane, P.O. Box 13122
St. John's, NL
A1B 4A4
Tel: (709) 752-4030
Fax: (709) 777-5170
Email: wayne.bishop@easternhealth.ca

Gloria Williams
Regional Mental Health Promotion
Consultant
Mental Health and Addictions Services
Eastern Health
38 Ropewalk Lane, P.O. Box 13122
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Tracey Sharpe-Smith
Addictions Prevention Consultant - Rural Avalon & Peninsulas
Mental Health & Addictions Services
Eastern Health
P.O. Box 719
Bay Roberts, NL
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Ph: (709) 786-5230
Fax: (709) 786-5221
Email: tracey.sharpe@easternhealth.ca

**Community Addictions Prevention and Mental Health Promotion Fund
Application Form**

SECTION 1: APPLICANT INFORMATION – PLEASE FILL IN ALL FIELDS	
Applicant(s):	Date:
Agency or Committee Name:	
Brief Description of Agency or Committee:	
Contact Information:	
Name:	Telephone #:
Address:	Fax #
	Email:
SECTION 2: PROJECT DESCRIPTION	
Project/Program Name:	
Brief Description of Project/Program:	
Total Amount Requested:	
Priority Areas Covered: (please check all that apply)	
<input type="checkbox"/> Increasing Awareness and Understanding of Problematic Substance Use <input type="checkbox"/> Reducing Alcohol-Related Harms <input type="checkbox"/> Developing Supportive Communities <input type="checkbox"/> Promoting Mental Health <input type="checkbox"/> Providing Recreational Activities <input type="checkbox"/> Supporting Child / Parent / Family Development	

Project Details**Who?**

Target Population: Who is the project/program for?

What is the total number of people expected to take part for the duration of the project, program, or event?

Partnerships: What partnerships do you already have or plan to make in order to make this project work?

What?

What is the project about? Please give a detailed description, including a statement about how this project/program/event will enhance current prevention/promotion programming currently being offered through your agency or in your community.

Sustainability

How will this project build lasting skills among participants? Please explain.

Why?

Why do you want to do this project (what is your main goal) and how does it meet a need?

When?

Project start date:

Project finish date:

Project Work Plan

Please indicate all the steps you will take to conduct this project. Please include who will be responsible for each step, and the expected timeline for each activity.

Activity	Person Responsible	Timeline

Evaluation Plan

How are you going to determine if this project has been a success? Please outline your goals, actions, expected outcomes, and measurement of expected outcomes.

Goals = Final outcome you want to achieve

Actions = How are you going to achieve your goal?

Expected outcomes = What do you hope to achieve from the action?

Measurement of expected outcomes = How are you going to measure the outcomes? (# of participants, feedback forms, pre-test/post-tests, etc)

An example of an evaluation plan:

Goal: Increase awareness of harms of alcohol use		
Actions	Expected Outcomes	Measurement of Outcomes
Hold a workshop educating on the harms of alcohol use.	Participants will have an increased knowledge of the harms associated with alcohol use.	Have participants fill out a questionnaire before and after the session to gauge their knowledge on the harms of alcohol use.

If you have any questions about the evaluation plan, please contact your regional consultant from page 4.

Evaluation Plan Table

GOAL:		
Actions	Expected Outcomes	Measurement of Outcomes
GOAL:		
Actions	Expected Outcomes	Measurement of Outcomes

GOAL:		
Actions	Expected Outcomes	

SECTION 3: COSTS

Please list all items you require, costs, and other sources of funding you may be able to use if this fund cannot cover all items. Please be specific with all items listed.

Item	Details	Estimated Cost	
		Requested in current application	Provided from another source
Small honoraria for volunteers			
Equipment			
Travel for participants (E.g. # of taxis x \$ _____ x # of trips = \$; cost for bus for 30 participants)			
Room/Space Rental			
Materials E.g. program manuals, mocktail supplies, arts and crafts, journals, etc...)			

Food (E.g. # of participants x \$ ____ x \$ ---- = \$ ____; nutrition break supplies: fruit tray \$ ____, water \$ ____, etc...)			
Other			
Total			

Other Funding Requested or Received

Have you requested funding from any other source? If yes, please specify all potential funding sources.

Have you received funding from any other source, or do you have access to any in-kind funding? If yes, please specify amount and source of funding.

For Office Use Only:

Application Received By:

Date:

Application Reviewed By:

Date:

Application Approved By:

Date:

Amount Awarded: