Dear Agency Director:

The Unified Government of Wyandotte County/Kansas City, Kansas, is requesting proposals for the purpose of distributing drug and alcohol grant funds that will be available on January 1, 2010 for alcohol and drug abuse prevention, education, intervention, or treatment programs.

**The following are guidelines that must be followed in order for your proposal to be considered:**

1. Complete and submit an original and ten (10) copies of the attached grant application to the Purchasing Department, 701 North 7th Street, Room 649, Kansas City, Kansas 66101 by 5:00 p.m., September 25, 2009. **(Proposals received after the deadline will not be considered).**

2. Agency must be licensed and certified by SRS. (Prevention programs do not require license or certification). A copy of license and SRS certification must accompany the grant application.

3. Must have an office opened and available in Wyandotte County.

4. Must agree to participate in Mandatory training provided by the Unified Government of Wyandotte County/Kansas City, Kansas.

5. Funds may only be used to purchase, establish, maintain or expand services or programs whose principal purpose is drug abuse, prevention, education, detoxification, intervention, or treatment.

6. Funds may not be used for capital improvements.

**Granting Procedures and Requirements:**

a. The Alcohol Advisory Committee appointed by the Unified Government Board of Commissioners will review each grant application and make a recommendation to the Administration and Human Services Standing Committee prior to final approval by the Board of Commissioners.

b. Successful bidders will receive written notification of grant award from the Department of Constituent and Organization Development and must enter into a contract for services prior to receiving any funds.

c. Funds will be disbursed on a quarterly basis. A written report is due at the end of each quarter. Funds will not be made available until a report is received. Any funds not expended by December 31, 2010, must be returned to the Unified Government by January 29, 2011.

d. Successful bidders must be willing to participate in an annual on-site review of the services provided as outlined in response to the RFP based on the funding request.
If the Unified Government determines at any time that an agency did not spend the grant money awarded based on the program outlined in the RFP, the agency must reimburse the Unified Government the amount that was deemed inappropriately spent.

**Selection Process and Procedures:**

The proposal submitted will be the primary document upon which agencies will be evaluated. All proposals will be evaluated on the basis of the following factors:

- 5% Quality of Proposal
- 25% Qualifications
- 30% Ability to provide financial support to supplement UG fund contributions
- 20% Prior experience and past performance
- 20% Presentation of program and ability to respond to questions from the Advisory Committee.

**Measures and Outcomes:**

Specific measures and outcomes have been identified to assess the effectiveness of treatment and prevention services. These are:

**Treatment Performance Measures**

- Increase in access to alcohol and drug treatment
- Reduction in the use of alcohol and drugs following treatment
- Increase in economic self-sufficiency following treatment
- Reduction in criminal justice involvement following treatment
- Improvement in living status following treatment

**Prevention Performance Measures**

- Reduction of the use of tobacco, alcohol, and other drugs by youth
- Increase in the age initiation of substance abuse
- Increase in the perception of risk and harm with the use of substances
- Increase in the attitudes opposed to alcohol, tobacco, and other drugs

**General Information:**

Alcohol and other drug abuse is the root cause of many of the serious problems facing
residents of Kansas City, escalating health care costs, violence and crime, low work productivity, homelessness, child and spouse abuse, teen pregnancy, school drop-outs, HIV/AIDS and sexually transmitted diseases and welfare dependency.

The human costs of these problems is immeasurable; the anguish of family and friends of a person with alcohol and other drug problems, the reduced quality of life for all involved and the impact of the problem of the community.

With funding from alcohol taxes, the Unified Government of Wyandotte County/Kansas City, Kansas supports the implementation of programs that reduce substance abuse and related problems.

In order to improve the continuum of services in Wyandotte County, the Unified Government will provide mandatory workshops for representatives (someone with decision making ability) of funded programs. To increase collaboration, identify needs and resources of treatment and prevention providers the Unified Government will explore the possibility of initiating monthly meetings when additional resources are available.

**Remember, these funds are only available on a year-to-year basis. There is not a guarantee that funding will be continued after the year that it is granted nor that it will be at the same funding level.** For questions, please call the Public Safety Business Office at (913) 573-5853.