

UNDERAGE DRINKING PREVENTION

MINI-GRANT GUIDE

Prevention Strategies and Programs for Schools



Idaho Office of Drug Policy | **SPRING 2018**



Table of Contents

3	Introduction
4	3 Things You Can Do to Prevent Underage Drinking in Your School
4	Disseminate BeTheParents.org Materials
5	Apply for the Office of Drug Policy's Underage Drinking Prevention Mini-Grant
5	Apply for the Office of Drug Policy's Substance Abuse Prevention Block Grant
6	Sample Activities to Prevent Underage Drinking
7	Organize Parent Lunch-and-Learn Events
8	Implement Evidence-Based Student Substance Abuse Prevention Curricula
9	Implement Evidence-Based Parenting Curricula
10	Offer Community Service, Recreational, and Youth Leadership Activities
11	Write On-Campus Lunch Policy
12	Add Signage
13	Develop a Social Norms Marketing Campaign
14	Schedule Drug Impairment Training for Educational Professionals
15	Join a Local Coalition or Workgroup
16	Offer Alive at 25 Training for Student Drivers
17	Underage Drinking Prevention Mini-Grant Announcement

The Idaho Office of Drug Policy is providing this Underage Drinking Prevention Mini-Grant Guide as a source of general information for Idaho's schools. The statements in this Underage Drinking Prevention Mini-Grant Guide are not intended as any form of legal advice and should not be construed as such. Any legal issues or questions should be discussed with the legal counsel for your district or organization, or other private legal counsel.

Some of the information in this guide is from Washington State Department of Social and Health Services' Underage Drinking Prevention Campaign Toolkit, September 2017, and the Education Development Center's Safe Schools/Healthy Students Initiative.



Introduction

Our Role in Reducing Underage Drinking

The environment in which our young people live, go to school, and participate in extracurricular activities impacts the choices they make about whether or not to drink. The adults in their lives—at home, at school, at church, and in their social circles—can all have an influence on their decisions.

We know students who do not regularly use alcohol and other drugs are more likely to have higher grades, better attendance, and superior overall academic achievement than those who do. Further, substance abuse among youth is commonly linked with other social and emotional issues that can impact a child's future. Taking a small amount of time to prevent substance abuse and related disciplinary and intervention responses can free up a large amount of time for teachers, administrators, and staff to focus on students' academic success.

About the Office of Drug Policy

The Office of Drug Policy (ODP) oversees the coordination of all substance abuse prevention programs within the state of Idaho. ODP aims to delay, deter, or eliminate the onset of underage drinking and other drug use. ODP's prevention efforts are evidence-based, connecting guiding theories to prevention activities that demonstrate effectiveness.

Why You're Receiving This Guide

School personnel are critical partners in reducing underage drinking in communities and our state as a whole. We hope you will use this guide to initiate or expand your efforts to prevent underage drinking.

Specifically, we are inviting you to

- 1) disseminate materials from our statewide underage drinking prevention campaign, BeTheParents.org; and
- 2) apply for our Underage Drinking Prevention Mini-Grant to implement other underage drinking prevention strategies, outlined in more detail in this document.

3 Things You Can Do to Prevent Underage Drinking in Your School

1 Disseminate BeTheParents.org Materials

Disseminating prevention information, such as those materials associated with BeTheParents.org, provides knowledge, changes attitudes, and ultimately may limit behaviors that can lead to underage alcohol use, abuse, addiction, and related effects on individuals, families, and communities.

We have included a few sample BeTheParents.org materials in this packet, and we encourage you to order additional quantities and items at no cost at <https://prevention.odp.idaho.gov/underage-alcohol-prevention-mini-grant>. You'll find materials with messaging directed to parents, like postcards, brochures, and Convo Cards decks that you can distribute at sporting events, parent-teacher conferences, PTA meetings, presentations, and other activities. Also, you can promote positive social norming messages to students with posters and window clings for display around your school.

In addition to printed materials, the BeTheParents.org website has information and tips for parents that you can share via social media, newsletters, or emails to encourage parents to talk to their children about underage drinking.



Apply for the Office of Drug Policy's Underage Drinking Prevention Mini-Grant (Now)

Although information dissemination is an important prevention strategy, it is most effective when combined with other strategies. The Office of Drug Policy invites you to apply for our Underage Drinking Prevention Mini-Grant to initiate or expand prevention efforts in your community.

In this Mini-Grant Guide, you will find 10 examples of school-based strategies that can be funded through this grant; additional strategies are listed in the *Mini-Grant Guide Supplement* at <https://prevention.odp.idaho.gov/underage-alcohol-prevention-mini-grant>.

Schools that administered the Idaho Healthy Youth Survey are eligible to apply for up to \$5,000. This grant opens on April 15 and closes May 11. Awards are to be used between July 1, 2018, and June 30, 2019.

Visit <https://form.jotform.com/spustejovsky/ihys-UAD-mini-grant-app> to submit your application.

Apply for the Office of Drug Policy's Substance Abuse Prevention Block Grant (Next February)

The Substance Abuse Prevention Block Grant (SABG) is an annual, competitive grant administered through ODP. ODP invites you to apply for the larger SABG in February of next year. For more information about the SABG and other funding sources through ODP, visit our website at <https://prevention.odp.idaho.gov>.



SAMPLE ACTIVITIES TO PREVENT UNDERAGE DRINKING

The following pages provide sample activities for prevention efforts you could implement in your school. These types of activities would qualify for Underage Drinking Prevention Mini-Grant funding.

Each activity addresses one of the six underage drinking prevention strategies identified by the Substance Abuse and Mental Health Services Administration (SAMHSA).

PREVENTION STRATEGIES

INFORMATION DISSEMINATION

Increases awareness and knowledge of drug and alcohol abuse, use, effects, and availability for prevention and treatment purposes. Examples include media campaigns, public service announcements, presentations and community meetings, health fair booths, and posters and brochures.

PREVENTION EDUCATION

Aims to affect critical life and social skills, including decision-making, refusal skills, critical analysis, and systematic judgment abilities. Examples include peer leader programs, helper programs, classroom small group sessions, parenting classes, or family management classes.

ALTERNATIVE ACTIVITIES

Activities that exclude drug use and promote healthy lifestyles. The assumption is that constructive and healthy activities offset the attraction to, or otherwise meet the needs usually filled by, alcohol, tobacco, and other drugs. Examples include drug-free social and recreational activities, youth and adult leadership activities, mentoring programs, after-school programs, drop-in recreational centers, and community service activities.

ENVIRONMENTAL

Seeks to establish or change laws, policies, norms, and attitudes, thereby influencing drug and alcohol consumption in communities. Examples include alcohol, tobacco, or other drug policies in schools; technical assistance to maximize law enforcement; modifying alcohol and tobacco advertising; modifying availability and distribution of alcohol or other drugs; and product pricing strategies.

COMMUNITY-BASED PROCESSES

Enhances the ability of the community to more effectively provide prevention and treatment services for alcohol, tobacco, and drug abuse disorders. Examples include systematic planning, multi-agency coordination and collaboration, assessment of services and funding, and community team building.

PROBLEM IDENTIFICATION AND REFERRAL

Identifies students engaged in illegal/age-inappropriate behavior in order to assess if their behavior can be reversed through education. Examples include student assistance programs and DUI/DWI educational programs.

SAMPLE ACTIVITY

Organize Parent Lunch-and-Learn Events

STRATEGY: Information Dissemination

What is it?

Lunch-and-learn events provide opportunities to discuss helpful topics related to underage drinking. When well-designed, these events guide parents or other stakeholders through a structured agenda with ample time allotted for discussion. Design every aspect of the event to suit your objectives, from food to venue to handouts.



What you'll need:

- Venue and supplies
- Presenter(s)
- Marketing plan
- Tangible takeaways
- Lunch

Planning steps:

- 1) **Establish a place and time for your event.** Pick a location that will accommodate your participants comfortably as they eat and interact. Your venue could also be virtual. Consider conducting your lunch-and-learn event online as a webinar for those who cannot attend in person.
- 2) **Plan the presentation.** Create an agenda that begins with an introduction of the topic and why it's important. Provide relevant examples from your school. (Don't forget to prepare an introduction of your presenter(s).)
- 3) **Market your event.** Send emails, post flyers, and use other communications to improve attendance. Provide an overview of the topic, why parents should attend, and 3 to 4 bullet points about what they'll learn. Include event details.
- 4) **Plan your menu.** Decide whether you'll provide food or whether participants should bring their own lunch and refreshments. If you are providing food, have participants RSVP so you have a reliable headcount and can accommodate dietary restrictions.
- 5) **Secure needed supplies.** Gather a computer and TV/video screen, flip chart, markers, adhesive notes, paper, pens, sign-in sheets, etc.
- 6) **Provide tangible takeaways.** Consider what handouts, practical tips, and tools you can give participants (e.g., BeTheParents.org Convo Cards, parent guides, and postcards, available at no cost at <https://prevention.odp.idaho.gov/underage-alcohol-prevention-mini-grant>).
- 7) **Follow up.** Send parents a note of thanks for attending, a summary of the questions and answers from the session, an event evaluation, or a resource guide with a copy of the presentation materials.

SAMPLE ACTIVITY

Implement Evidence-Based Student Substance Abuse Prevention Curricula

STRATEGY: Prevention Education

What is it?

Programs recognized as evidence-based demonstrate the highest level of effectiveness based on established criteria. These programs, if implemented with adherence to the program developer's model, are likely to produce positive outcomes.

Evidence-based student curricula aim to improve problem-solving, decision-making, resistance skills, and social and communication skills. Curricula that promote protective factors and reduce risk factors are most successful in preventing or reducing underage drinking, smoking, and other drug use.

Planning steps:

- 1) **Review program information to make informed decisions about which curricula best meets the needs and goals of specific populations.** The following national registries provide information about evidence-based programs: 1) Office of Juvenile Justice and Delinquency Prevention: www.ojjdp.gov; 2) Blueprints for Healthy Youth Development: www.blueprintsprograms.com.
- 2) **Recruit and train program facilitators.** Contact the program developer to schedule trainings for facilitators.
- 3) **Schedule classroom time.**
- 4) **Implement the program and monitor fidelity.** Implementing student education curricula with fidelity, as it was intended by developers, assures program quality, effectiveness, and positive outcomes. The flexibility for adaptation will depend on the program. If you have questions about a program's fidelity measures or adaptability, contact the program developer.

Substance abuse prevention student curricula most often used by Idaho providers:

Elementary:

- Positive Action: www.positiveaction.net

Upper Elementary/Middle School:

- Project Alert: www.projectalert.com

Middle School/High School:

- Botvin LifeSkills Training: www.lifeskillstraining.com
- Project Towards No Drug Abuse (TND): <http://tnd.usc.edu>
- Too Good For Drugs: www.toogoodprograms.org

What you'll need:

- Classroom time
- Evidence-based program
- Program facilitators
- Facilitator training
- Target population
- Program materials and supplies (facilitator manuals, participant workbooks, etc.)

SAMPLE ACTIVITY

Implement Evidence-Based Parenting Curricula

STRATEGY: Prevention Education

What is it?

Programs recognized as evidence-based demonstrate the highest level of effectiveness based on established criteria. These programs, if implemented with adherence to the program developer's model, are likely to produce positive outcomes.

Parenting curricula typically involve structured classes, meetings, and programs intended to help parents promote a healthy family structure. Parenting curricula are designed to improve parenting skills and increase protective factors that prevent and reduce alcohol, tobacco, and other drug use within the family.

Planning steps:

- 1) **Review program information to make informed decisions about which curricula best meets the needs and goals of your specific populations.** The following national registries provide information about evidence-based programs: 1) Office of Juvenile Justice and Delinquency Prevention: www.ojjdp.gov; 2) Blueprints for Healthy Youth Development: www.blueprintsprograms.com.
- 2) **Recruit and train program facilitators.** Contact the program developer to schedule trainings for facilitators.
- 3) **Confirm training sites and dates.**
- 4) **Advertise the program.** Send emails and flyers to parents and include information in parent newsletters and school social media. Provide an overview of the topic, why parents should attend, and 3 to 4 bullet points about what they'll learn. Include event details.
- 5) **Implement the program and monitor fidelity.** Implementing parenting education curricula with fidelity, as it was intended by developers, assures program quality, program effectiveness, and positive outcomes. The flexibility for adaptation will depend on the program. If you have questions about a program's fidelity measures or adaptability, contact the program developer.

Parenting curricula most often used by Idaho providers:

- Active Parenting of Teens: Families in Action: www.activeparenting.com/FIA
- Nurturing Parenting: www.nurturingparenting.com
- Strengthening Families: www.strengtheningfamiliesprogram.org

What you'll need:

- Classroom time
- Evidence-based program
- Program facilitators
- Facilitator training
- Target population
- Program materials and supplies (facilitator manuals, participant workbooks, etc.)

SAMPLE ACTIVITY

Offer Community Service, Recreational, and Youth Leadership Activities

STRATEGY: Alternative Activities

What is it?

Offering students a variety of attractive, alcohol-free activities helps youth understand that alcohol is not a necessary component for fun. Additionally, the hours between 3 p.m. and 6 p.m., when students are out of school and before parents come home, is considered a high-risk time for alcohol and other drug use. Providing alternative activities after school helps limit the risk.

The best activities promote skill building or group bonding. Participation in alternative activities may also provide youth with opportunities to contribute to their community. Community activities help youth feel connected to the community at large and see how their actions, such as underage drinking, can negatively impact others.



What you'll need:

- Stakeholder involvement to determine the what, when, and where of alternative activities
- Program materials and supplies
- Adult supervision
- Location/facilities and transportation

Planning steps:

- 1) **Decide on an activity.** Facilitate a brainstorming session with youth, parents, and community members. Consider transportation and venue/event capacity.
- 2) **Build an action plan.** Once you decide on an activity, assign action items and due dates.
- 3) **Identify resources.** Recruit and train personnel such as activity leads and chaperones.
- 4) **Promote and publicize the project.** Let students, parents, and community members know about your program via email, flyers, and social media.
- 5) **Implement your activity.**

Alternative activities most often used by Idaho providers:

- Community service: community or campus cleanup/beautification, volunteer projects such as food drives
- Social/recreational: community/cultural/faith-based school events, community center activities, sporting activities, sober graduation/prom events, open gym, summer camp, outdoor wilderness activities
- Youth/adult leadership: youth groups, Friday Night Live chapter activities, youth development activities, skill development activities, recognition events, youth participation in meetings
- After-school programs: homework assistance clubs/tutoring

SAMPLE ACTIVITY

Write On-Campus Lunch Policy

STRATEGY: Environmental

What is it?

On-campus lunch policies curb students' ability to drink alcohol on school grounds, in cars, or at a person's house close to the school during the lunch hour.



What you'll need:

- Input from stakeholders
- Clear policy to establish consequences for those who are caught leaving without an excused absence
- Dissemination plan to inform students and parents of the policy

Planning steps:

- 1) **Elicit input from stakeholders.** You'll likely receive feedback from students and parents who prefer the flexibility of off-campus lunch. Other schools that have implemented this type of policy recommend
 - a. making sure parents understand that the main issue driving this decision is students' safety.
 - b. providing parents with information on the risks of teen alcohol and drug use so they can understand why the school feels it's a safety issue.
- 2) **Write the policy and procedures.** Define consequences for students who leave without an excused absence and outline enforcement steps that school personnel should follow. You can find sample policies at <https://prevention.odp.idaho.gov/underage-alcohol-prevention-mini-grant>.
- 3) **Inform students and parents of the policy and consequences.**

SAMPLE ACTIVITY

Add Signage

STRATEGY: Environmental

What is it?

Signs placed in parking lots, nearby parks, and other areas let youth know that drinking alcohol is not tolerated on the property. Additionally, adding information about legal consequences might help raise awareness about the issue.



What you'll need:

- A simple and concise message
- City partnership
- Specific locations to place signs
- Partnerships with other entities, such as law enforcement agencies

Planning steps:

- 1) **Partner with your city for help in developing signage.** City departments, like Parks and Recreation, will already have city-approved signage templates. Many may even be able to handle the printing for you.
- 2) **Use a simple and concise message.** These types of signs are typically red and white, with warnings such as:
 - ALCOHOLIC BEVERAGES PROHIBITED
 - NO DRINKING ALLOWED ON THESE PREMISES
 - WARNING: It's a criminal offense to consume alcohol in this area
- 3) **Identify specific locations to place signs.** Based on your data and what you and other stakeholders know about your community, you will probably have several ideas. Begin with one location and partner with law enforcement to increase presence at that location, if resources are available. Once students identify that the signs actually mean enforcement, expand your signage to additional areas.
- 4) **Partner with other entities.** If you are able to expand beyond school grounds, this activity can help you create partnerships with other entities, strengthening the substance abuse prevention infrastructure in your community.

SAMPLE ACTIVITY

Develop a Social Norms Marketing Campaign

STRATEGY: Environmental

What is it?

Social norms marketing is based on the concept that an individual's behavior is influenced by their perception of what is "normal." For example, if students believe the majority of their peers drink alcohol, then they are more likely to drink alcohol because that's a normal thing to do. Social norms marketing can lead students to act in a more positive way by creating an environment in which they strive to emulate what they believe is typical of their peers. A sample message may look like this: "_% of (School Name) students choose to be alcohol-free." Social norms messaging is usually disseminated in newspaper ads, flyers, posters, electronic media, and informational signage.



What you'll need:

- Data
- Media development, including messages and graphics
- Involvement of stakeholders, including students
- Dissemination plan

Planning steps:

- 1) **Review your Idaho Healthy Youth Survey 2017 results.** The social norms approach is a data-driven process. Use survey data to provide information for your social norms message.
- 2) **Identify sample campaign messages.** Research existing campaigns and ask your student stakeholders to determine which campaign messages resonate with them, and why. Have them help customize the message to your school and goals.
- 3) **Create your materials.** Engage students to help create posters, flyers, mailers, classroom presentations, screen savers, window/mirror clings, and/or messaging for morning announcements. Take advantage of key times and events (e.g., Red Ribbon Week in October, the holidays, spring vacation, and prom/graduation season) to raise awareness and promote positive social norms and behaviors.
- 4) **Display materials around your campus.** Have students hang the posters and flyers, set up booths during lunch and breaks, and promote your message during morning announcements.

SAMPLE ACTIVITY

Schedule Drug Impairment Training for Educational Professionals

STRATEGY: Community-Based Processes

What is it?

The Drug Impairment Training for Educational Professionals (DITEP) helps school resource officers, counselors, teachers, and other staff identify impaired youth. Being able to recognize the signs and symptoms of alcohol and/or other drug impairment in students can 1) prevent an impaired student from driving away from campus and 2) serve as an intervention tool in order to provide resources and refer on to treatment if necessary.

DITEP is a one- or two-day training. Day one is for anyone (affiliated with the school) interested in general drug education and policies. Day two is best suited for those who will actually conduct the hands-on evaluation, such as school nurses and school resource officers.



What you'll need:

- Idaho State Police DITEP-certified instructor
- School staff
- Meeting space, computer, TV/video screen
- Written protocol to address students deemed to be impaired

Planning steps:

- 1) **Schedule a training by contacting Sgt. Chris Glenn of the Idaho State Police at (208) 884-7212.** ISP conducts DITEP training at no cost.
- 2) **Secure space and presentation equipment.**
- 3) **Advertise training to school staff.** Recruit staff members such as counselors, teachers, and school resource officers. Training a variety of staff members increases the likelihood that an impaired student will be noticed.
- 4) **Meet with stakeholders to write a policy.** After the training, meet with stakeholders, including principals, school resource officers, counselors, nurses, teachers, and parents, to define protocols that will be followed when an impaired student is identified.

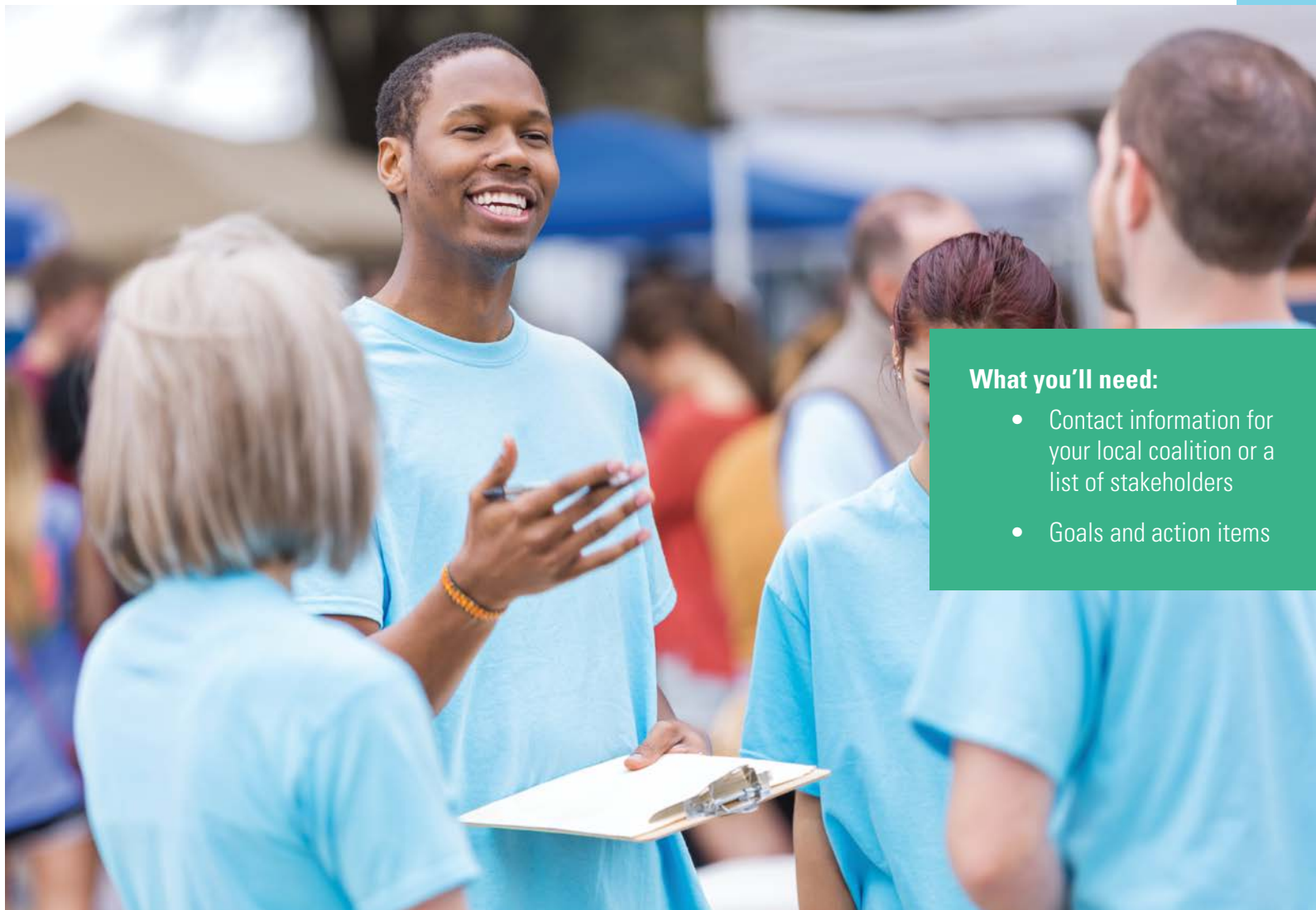
SAMPLE ACTIVITY

Join a Local Coalition or Workgroup

STRATEGY: Community-Based Processes

What is it?

Participate in a coalition that helps strengthen substance abuse prevention efforts in your community. Coalitions typically comprise members of law enforcement agencies, healthcare organizations, nonprofits, schools, Tribes, and others who want to prevent underage drinking and substance abuse.



What you'll need:

- Contact information for your local coalition or a list of stakeholders
- Goals and action items

Planning steps:

- 1) **Join a local coalition.** Find existing coalitions in your area at <https://prevention.odp.idaho.gov>.
- 2) **Collaborate to see how you can provide assistance.** For example, you can implement trainings, bring in speakers, or coordinate strategic planning sessions.

SAMPLE ACTIVITY

Offer Alive at 25 Training for Student Drivers

STRATEGY: Prevention Education

What is it?

Drivers' education students are prime targets for education regarding vehicle-involved alcohol usage. Alive at 25 is a national curriculum designed by the National Safety Council that helps young drivers develop strategies to keep safe on the road.

Coursework covers consequences of driving under the influence. Taking the course may, depending on the insurance carrier, reduce the young driver's rates.



What you'll need:

- Drivers aged 15-24
- Coordination with drivers' education instructors
- Alive at 25 training
- Meeting space

Planning steps:

- 1) **Schedule a training.** Find upcoming trainings at <https://aliveat25.us/id/find-a-course>. If there are no trainings in your area, call the Idaho Office of Highway Safety at (208) 334-8100 to schedule one.
- 2) **Coordinate with school-based drivers' education classes.** Drivers' education instructors can offer incentives for participation and advertise the opportunity to students.
- 3) **Reach out to private drivers' education instructors to inform them about the training.**
- 4) **Write a letter to parents.** Parents are the driving factor in encouraging students to enroll in the course. In the letter, also prompt parents to talk with their child about impaired driving consequences.
- 5) **Promote student engagement.** Ask participating students to develop a video, presentation, or newsletter for their peers, explaining what they learned in the training and how they've benefited.

Underage Drinking Prevention Mini-Grant Announcement

Application Release Date:	April 15, 2018
Funding Opportunity Title:	Substance Abuse Block Grant Underage Drinking Prevention Mini-Grant
Description:	This application is to be used by schools seeking funding to provide substance abuse prevention programs directly to youth and families.
Due Date for Applications:	5:00 PM (MST) May 11, 2018
Anticipated Total Available Funding:	\$250,000
Estimated Number of Awards:	50
Maximum Funding Amount:	\$5,000
Grant Recipients Notified:	June 1, 2018
Grant Award Period:	July 1, 2018–June 30, 2019
Application Submission:	Applications must be completed and submitted online at https://form.jotform.com/spustejovsky/ihys-UAD-mini-grant-app
Eligible Applicants:	Schools that completed the Idaho Healthy Youth Survey in 2017
Submit Questions to:	Marianne King, Grant Project Director marianne.king@odp.idaho.gov (208) 854-3043

This funding may not be used for substance abuse treatment. Prevention services provided prior to the signing of a grant award document will not be eligible for reimbursement.

Applicants assume all costs associated with the preparation of this grant application.

Grant awards are contingent upon funds appropriated by federal funding agencies and the Idaho Legislature.



Idaho Office of Drug Policy

(208) 854-3040

<https://prevention.odp.idaho.gov>