

CONGRATULATIONS ON YOUR SABG GRANT AWARD! *NOW WHAT?*



GRANTEE CHECKLIST FOR IMPORTANT NEXT STEPS BEFORE IMPLEMENTATION OF SERVICES.

STEP 1: ATEEND VIRTUAL TRAINING

- Join virtual FY22 SABG Grantee Training on Thursday, July 1, from 2-3pm MST.

STEP 2: REVIEW AND SUBMIT DOCUMENTATION

- Thoroughly review your Notice of Award (NOA).
- Provide proof of current Comprehensive General Liability Insurance (CGLI) and Workers Compensation Insurance (WCI) by July 31, 2021.
- Provide current (dated within the last 5 years) documentation of cleared Background Checks for all staff that will implement direct services with youth and/or vulnerable adults.
- If you are a grantee that has not previously received payment from the State of Idaho, complete and submit a combined Authorization for Electronic Funds Transfer/W-9 Form.

STEP 3: CPS AND PPS CREDENTIAL

- If you are a grantee with two years of consecutive SABG funding in the past two years, provide proof of your Certified Prevention Specialist (CPS) certification status.
- If you are a new grantee or have not been funded consecutively in the past two years, you have 120 days to receive a Provisional Prevention Specialist (PPS) credential.

The PPS credential requires the completion of two online courses:

1. Substance Abuse Prevention Ethics
2. Fundamentals of Prevention