



Department of Alcohol &
Drug Addiction Services

John R. Kasich, Governor
Mary Taylor, Lieutenant Governor
Orman Hall, Director

DATE: February 11, 2011
TO: ADAMHS/ADAS Board Executive Directors
ODADAS Currently Funded Prevention Grantees
FROM: Orman Hall, Director
SUBJECT: SFY 2012 Prevention Guidance for Applicants (GFA)

The Ohio Department of Alcohol and Drug Addiction Services (ODADAS) is pleased to announce the State Fiscal Year (SFY) 2011 Guidance for Applicants (GFA) for Prevention Services is available for currently funded grant recipients. This current grant application will cover a one-year period (SFY 2012), from July 1, 2011 through June 30, 2012. In SFY 2012, all ODADAS prevention grantees will submit their entire application requirements in the ODADAS Prevention Investment Planning and Reporting (PIPAR) system. Applicants are required to complete the following in the PIPAR system for each SFY 2012 Prevention grant application:

1. SFY 2012 ODADAS Prevention Face Sheet
2. Prevention Services Plan
3. Assurances

Applicants can apply for no more than the final amount awarded during SFY 2011. An email was sent to SFY 2011 grant recipients containing the estimated available funding amount for SFY 2012. Funds for these grants are based on an estimate of state and federal funds for SFY 2012 and will not be finalized until the approval of the SFY 2012/2013 biennial budget. Should funding be reduced below the estimated level, the amount of funds available for the grant may be reduced or terminated per written notice to the applicant by ODADAS.

Paper copies of the GFA application **will not** be sent to each currently funded program. To access the SFY 2012 GFA Prevention documents, go to www.odadas.ohio.gov "Services," "Fiscal" followed by "Grant Guidance," and select "SFY 2012 Guidance for Applicants and Documentation."

To be considered for funding, applicants must complete and submit the application via the WBPS by 5:00 P.M. March 25, 2011. Any application submitted after 5:00 P.M. on March 25, 2011 will be considered late and will not be reviewed for funding consideration. No paper, emailed, or facsimile copies of applications will be accepted. If an agency is unable to submit the signed Prevention Grant Face Sheet in the PDF format via the WBPS, the face sheet may be submitted via mail to ODADAS Fiscal Services, Grants Administration Unit. The completed Prevention Grant Face Sheet with the Implementing Agency Executive Director and Implementing Agency Board Member original signatures must be received by the close of business (5:00 P.M.) on March 25, 2011.

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Main 614-466-3445

FAX 614-728-4936
800-788-7254 Treatment and Recovery Hotline
www.odadas.ohio.gov



The State of Ohio is an equal opportunity employer.

All applicants (except direct funded agencies) must print and submit a copy of their application to their local ADAMHS/ADAS Board for completion of the SFY 2012 Board Review/Comment Form. Applicants are advised to contact their respective Board for deadlines. The Board will then submit the form with original signatures to ODADAS **by 5:00 P.M. on April 1, 2011.**

Ohio Administrative Code section 3793:6-1-01, authorizes the Ohio Department of Alcohol and Drug Addiction Services to withhold from a board or an alcohol and drug addiction program all or part of the state and federal funds allocated or granted by the department for a specific program for any of the following: (1) Failure of the program to comply with rules adopted by the department, (2) Failure of the program to comply with provisions of state or federal law, including federal regulations.

All ODADAS grant funded programs will receive their funds on a grant distribution basis. Board funded agencies are funded from ODADAS through the ADAMHS/ADAS Boards while Direct funded agencies will receive their funds from ODADAS. A grant distribution basis provides sufficient funds for approved allowable costs that are necessary to the operation of an agency to carry out the program's services. State funds will be distributed on a quarterly basis. Federal funds must be requested through the draw down process based on actual expenditures incurred, plus a projection of expenditures not to exceed 30 days.

During the GFA application process, please contact your Regional Prevention Coordinator for PIPAR system and programmatic questions or contact the Grants Coordinator for fiscal and business related questions. A list of these contacts is available in the SFY 2012 Prevention GFA Enclosures under ODADAS Contacts.

- c: Executive Directors, AoD related Associations
 - Senior Staff
 - Heidi Hallas
 - Karen Wolfe
 - Beverly Hoskinson
 - Molly Stone
 - Regional Coordinators
 - Grants Coordinator/Analyst