



**INDIANA CARES YOUTH SUICIDE PREVENTION PROJECT
(Indiana Cares)**

Concept Letter Instructions

ORGANIZATIONS APPLYING MUST BE FROM INDIANA

Read instructions carefully before beginning

Late submissions will not be accepted

Indiana Cares Youth Suicide Prevention Project
Behavioral Health and Family Studies Institute
College of Health and Human Services
Indiana University – Purdue University Fort Wayne
2101 E. Coliseum Blvd, Neff 134
Fort Wayne, IN 46805

Funding Period: January 1, 2010 – August 1, 2010

EMAIL Concept Letter Packet to Alice Jordan-Miles at
jordana@ipfw.edu by Monday, November 16, 2009 @ 5pm

For questions or more information contact:

Alice Jordan-Miles
Assistant Director,
Indiana Cares Youth Suicide Prevention
Technical Assistance Center
260.481.4184 or jordana@ipfw.edu



The Indiana Cares Youth Suicide Prevention Project (Indiana Cares) is a statewide youth suicide prevention initiative funded by the U.S. Substance Abuse and Mental Health Services Administration (SAMHSA) under the Garrett Lee Smith Memorial Act. The Indiana Cares Project is part of the Behavioral Health and Family Studies Institute at Indiana University-Purdue University Fort Wayne (IPFW) which also houses the Indiana Suicide Prevention Coalition. Part of the Indiana Cares Project includes the establishment of a Youth Suicide Prevention Technical Assistance Center which will oversee the implementation of the funding process. The goal of the Technical Assistance Center is to work with youth serving organizations across the state to build capacity to prevent youth suicide.

Introduction

The Indiana Cares Youth Suicide Prevention Project (Indiana Cares) is pleased to announce the availability of funds up to \$4,000 to enable community organizations (defined below) to implement projects that reduce youth suicide in Indiana. These funds will be awarded for short term projects and events that can be completed between January 1, 2010 and August 1, 2010. These may include suicide prevention/intervention training for people who work with youth, purchase of suicide prevention resources, designing and printing educational materials, implementing an awareness raising or educational event, etc. **All programs and projects must be based on evidence-based or promising practices** (see below).

Target Population

Funding projects must target Hoosier youth ages 10-24 directly or target those who work with this population. Funds targeting youth populations at higher risk for suicide attempts and suicide deaths will be given priority. These higher risk populations may include: lesbian, gay, bisexual, transgender and questioning (LGBTQ) youth, Hispanic youth, youth not in school, youth being bullied, young African American men, gifted youth, youth who have spent time in the juvenile justice system, youth who gamble, youth with mental illness, young substance abusers, youth with history of abuse, and others deemed higher risk. Counties with higher youth suicide rates will also be given priority.

Priorities

Funding decisions will take into account a number of factors. Those that address one or more of these factors may have a greater likelihood of being funded:

- Target youth with known increased risk
- Need in community/organization is substantiated
- Cultural competency is addressed
- Ability to complete project and spend all grant money in stated timeline
- Use of evidence-based or promising strategies and programs
- History of working on suicide prevention

In addition we will seek to find a balance of rural and urban projects, as well as geographic distribution and/or those that have a broad reach.

Eligibility

The following organizations are eligible to apply for these funds: County/regional suicide prevention coalitions/councils/task forces, county human services, health departments or other departments involved with suicide prevention, county agencies such as community mental health centers, consumer/family advocacy groups, healthcare related organizations, social services agencies, public or private schools, school districts, higher educational institutions, and non-profit organizations that serve youth. Organizations must be established and have administrative mechanisms to account for funds.

Fundable Activities

Appropriate funding activities could include, but are not limited to: public awareness campaigns, educational materials (brochures, billboards, videos), training to recognize risk (e.g. QPR, safeTALK), training to assess and manage suicide risk (e.g. RRSR, AMSR, QPR-T), training to intervene with actively suicidal people (e.g. ASIST), training to facilitate suicide survivor support groups targeting youth, developing an informational display about suicide and youth or about a current group tackling youth suicide prevention, speaker fees for a suicide-related event, and educational/peer mentor kits for school-based suicide prevention activities (SOS, Response, Lifelines, Natural Helpers, Sources of Strength, etc.). Training and educational programs **must** be evidence-based (refers to programs that have been evaluated and found to produce the desired results, in this case, reductions in suicidal behaviors or risks) or be considered promising by the Suicide Prevention Resource Center (SPRC) Best Practice (please see “Examples of Evidence Based Programs and Activities” document provided).

What Can't Be Funded

The following will not be funded: treatment of any kind, fundraisers, indirect overhead costs, entertainment, lobbying, debt reduction, **food**, tuition, or psychological testing. Funds cannot replace other funds currently available to applicant for activities included in this application. Funds also cannot be used to pay a salary, however, funds can be used to pay trainer and/or speaker fees. As this is funded by the US Government, the following are prohibited: direct services to incarcerated populations, pay for incentives for treatment, syringe exchange programs, pharmacology for HIV, STD, TB, Hepatitis B, and C or psychotropic drugs, pay or refer for abortion.

Award Amounts

Organizations may request any amount up to \$4,000. Awardees will receive and sign an Agreement and a final budget. Funds will be distributed on a cost reimbursement system. **The use of funds is restricted solely to the purpose agreed upon in the Agreement and final budget.** Any changes considered **after** the Agreement is signed must be **approved** by IPFW. Under no circumstances may funds be expended, borrowed (inter-fund), pledged, or transferred for reasons unassociated with the stated purpose.

Other Pertinent Information

- Information and materials about funded projects must acknowledge the funding source in writing and orally at presentations (both SAMHSA and IPFW).
- Conference calls may be required.
- Site visits may be required.
- Funded projects must agree to utilize evaluation forms required by SAMHSA.
- Final reports and outcomes from projects will be used in reporting on larger grant outcomes.
- Materials and ideas developed can be shared with others working toward suicide prevention in the state of Indiana.

Concept Letter process

To ensure that applicants construct the most clear and well-defined suicide prevention projects, Indiana Cares is implementing a two-stage funding application process. First, applicants will complete a Concept Letter Packet which briefly outlines their proposed project. Second, a subset of those applicants will be invited to submit a full application. The Concept Letter involves the following:

- Reading application instructions thoroughly.
 - ✓ Completing and emailing a Concept Letter Packet **by 5pm on Monday, November 16, 2009**. Packets will be reviewed by the committee and applicants will either be notified via email (those who are invited to complete and submit a full funding application) or a mailed letter (those projects that are not selected) on Tuesday, November 24, 2009.
 - ✓ A subset of applicants will be emailed a mini funding application.
 - ✓ Optional: View web-based video on tips for applying for a mini grant with Indiana Cares (see below).

Help for those applying

Applicants are encouraged to watch a video at www.indianasuicidepreventioncoalition.org designed to assist those with completing a Concept Letter Packet.

The video will be available on the Indiana Suicide Prevention Coalition website (www.indianasuicidepreventioncoalition.org). Watching the video is not a requirement and is available to anyone. Alice Jordan-Miles will be available to provide guidance and answer your questions as requested by contacting her via email at jordana@ipfw.edu

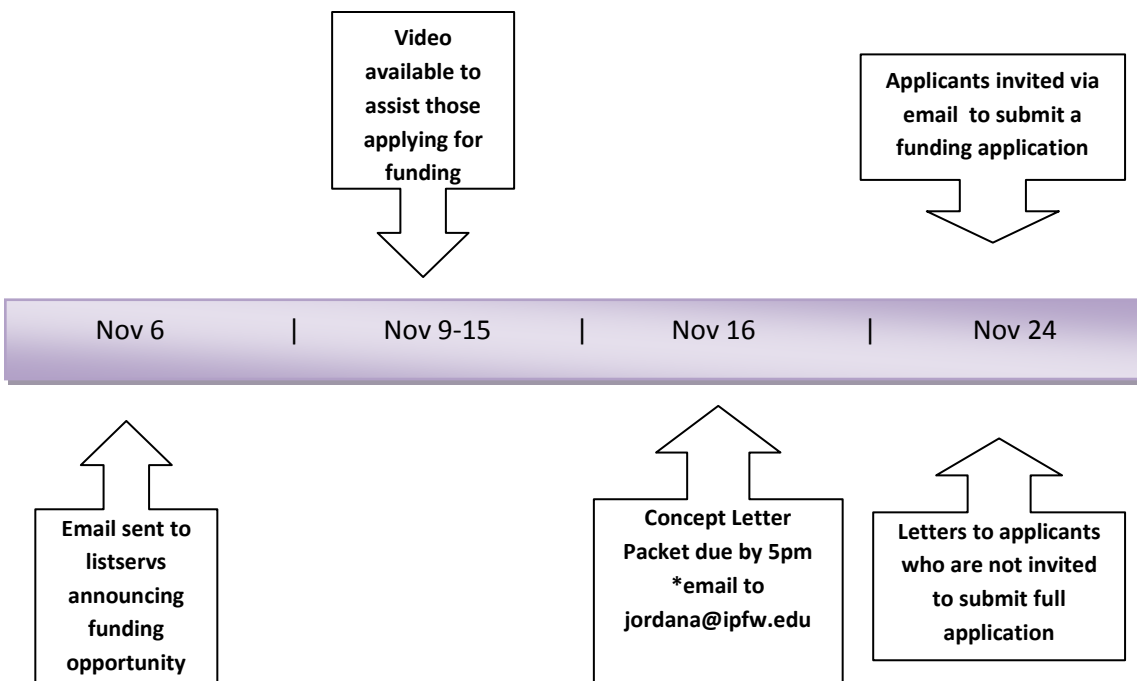
Grant Period

Funded projects must take place **between January 1 – August 1, 2010**. A Mid-term report is due on **Thursday, April 15, 2010 by 5pm**. **ALL** project invoices must be submitted to IPFW **no later than Friday, July 30, 2010**. The final funding report is due electronically on **Monday, August 30, 2010 by 5pm**.

Final Disclaimers

- Incomplete Packets will not be reviewed.
- Late applications will not be reviewed.
- Must be able to complete project in stated timeline (January 1-August 1, 2010).

Concept Letter Packet Timeline



Concept Letter Packets are to be emailed by 5pm on November 16 to:
jordana@ipfw.edu