

Renee Wheat

From: Kerry Tomlinson <ktomlinson@scpsak.org>
Sent: Monday, August 17, 2020 2:46 PM
To: Renee Wheat
Subject: FY21 CBS Grant Application
Attachments: FY21 CBS grant application.pdf

Please find attached our grant application.

Thank you,

Kerry Tomlinson
Finance Director



Sitka Counseling

113 Metlakatla St.
Sitka, AK 99835
907-966-8227 direct line
907-738-5060 cell
907-747-3636
907-747-2702 fax
www.sitkacounseling.org
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Follow us on [Instagram](#)

'Promoting Wellness in our Community'



City and Borough of Sitka
ANNUAL GRANTS FROM GENERAL FUND
SUMMARY SHEET

Name of Organization: Sitka Counseling

Alaska State Business License Number (if applicable): [REDACTED]

Name of Contact Person: Amy Zanuzoski

Phone: 907-747-3636 X237 Email: amyz@scpsak.org

Mailing address: 113 Metlakatla St. Sitka, AK 99835

Grant Category (check either annual or special emergency grant, and check type of services for annual grant):

- ☐ Annual Grant:
 - ☒ Human Services or
 - ☐ Cultural and Educational Services or
 - ☐ Community Development
- ☐ Special Emergency Grant

Dollars Requested: \$10,000.00

Match Dollars Committed: \$10,600.00 Percentage: 106%

Sources of Matched Dollars: Medicaid

Brief Description of the Purpose of the Grant: Increase prevention related Services and support especially during this time of COVID-19

I, Amy Zanuzoski, do hereby certify that all information provided for this grant application is accurate and complete to the best of my knowledge.

Name: 

Title: Executive Director

Date: 8/4/2020

City and Borough of Sitka: General Fund Grants For Nonprofit Organizations

Applicant: Sitka Counseling/HOPE Coalition

Sitka Counseling is applying for the annual CBS grant in the Human Services category.

The grant will help offset additional and unexpected costs, not built into current grant budgets, of the COVID-19 pandemic and help increase behavioral health related support, prevention and treatment efforts within Sitka.

Sitka Counseling provides in and out of school support, guidance and counseling to students and families of students experiencing mental health and substance misuse issues. With students spending more time out of the classroom due to the COVID-19 pandemic, we are providing additional out of school services at our Family Center site. In addition, we are supporting more adults with mental health issues through our Harbor Lights drop-in center program and our outpatient center has increased its client load. All of this has placed additional strain on already tight budgets with the unexpected costs for additional cleaning and sanitization of our facilities in order to keep clients and staff safe as well as increased technological needs for "distance" programming, support and counseling.

Our prevention department is also increasing out of school support for students through developing prevention and health related training and activities which students and parents can access via on-line formats and (hopefully) in-person delivery. Parents are struggling to balance work needs and childcare/supervision needs. Providing additional support through community programming is in demand. Sitka Counseling is committed to providing this additional support. Again additional safety precautions are needed which increases the cost of delivery. Technical support is also needed which increases costs. These additional costs were not built into the grants received.

With regard to prevention, most Federal and State grants require documented local governmental support and involvement. Receiving this grant would help meet that requirement. We also use the CBS grant to leverage funding from state and national sources based on local support. Since 2016 we have received the Strategic Prevention Framework-Partnerships for Success (SPF-PFS) Grant which allowed us to address prescription opioid and heroin related issues/misuse in our community. We partnered with several community organizations to develop and distribute pamphlets and posters to raise awareness of the proper storage and disposal of prescription medications and have distributed over 380 opioid/heroin overdose response kits (@~\$130.00/kit) as well as 260 medication disposal bags (@~\$6.00/bag). This grant ended this year.

In 2017 we received a Federal Drug Free Communities Grant with funding being shared with community partners to address youth tobacco, alcohol and marijuana misuse through the coalition structure. The DFC grant is a 5 year non-competitive grant with a potential competitive grant application process for an additional 5 years. Utilizing this grant, we purchased two medication disposal boxes and placed them at the Sitka Police Department and Whites Pharmacy/AC Lakeside. We also purchased a portable incinerator to destroy unused medications locally, a task which our partner, the Sitka Police Department, has agreed to take on. Since the incinerator was purchased, the Police Department has destroyed over 115 pounds of unused and/or expired medications and helped keep these medications out of the wrong hands, out of our landfill and out of our waterways. We have also partnered with SPD and Public Health to provide twice a year prescription drug take back days to help reduce access to medications. The number one place youth and others get non-prescribed medications is from their home.

In July, 2019 we were awarded the Comprehensive Behavioral Health Prevention and Early Intervention Services (CBHPEIS) Grant through the State of Alaska. The focus of this grant and overall goal is "To Promote a Healthy Community Utilizing Effective Practices and Partnership." The grant will be used to identify strategies and achieve outcomes related to: 1. All Alaskan communities, families and individuals are free from the harmful effects of substance use/ misuse, dependency and addiction. 2. Alaska children, youth and adults are mentally healthy and

City and Borough of Sitka: General Fund Grants For Nonprofit Organizations

Applicant: Sitka Counseling/HOPE Coalition

living successfully. 3. All community members are connected, resilient and have basic life skills. Much of this grant is "flow through" dollars which go to community partners. Key partners in this grant are the Sitka High School and the Sitka Tribe of Alaska.

As alluded to above, these funds will help offset additional costs required (due to COVID-19) to keep staff and service users safe (masks, gloves, hand sanitizer, disinfectant, cleaning supplies, etc.), increase technology based support for treatment and prevention efforts within the community, support community assessment and evaluation of community health needs and fill in other gaps not covered in the grants. The city grant will also expand/sustain the community wide data gathering and evaluation system developed over the past few years. Sitka Counseling is one of the very few organizations consistently collecting data/information. This data has been shared with community partners and other organizations to raise community readiness and awareness as well as providing information to guide programs and use in writing grants.

Administration of the grant award will be done through Sitka Counseling in conjunction with HOPE Coalition members and partners. Staff will perform the "day to day" work necessary to achieve desired outcomes. The Finance Director of Sitka Counseling will assure funds are utilized appropriately, track all expenses and insure all local, state and national grant requirements are met.

It is often said "an ounce of prevention is worth a pound of cure" Investing in prevention and community support, now more than ever, makes sense. Keeping people healthy instead of responding to disability is key to keeping our community healthy and it is cost effective. Multiple studies indicate for every dollar spent on prevention, an average of \$10.00 is saved in long-term spending.

Prevention efforts are well established in our community via CBS grant funding, Sitka Counseling funds, the State of Alaska SPF-PFS, DFC, and CBHPEI grants. A core group of 10-24 community members of the HOPE Coalition have met regularly for the last five years and delivered several prevention programs. The coalition has been involved in a number of community initiatives such as Kick Butts Day, Recovery Month, Red Ribbon Week, Sitka Health Summit, Town Halls on Underage Drinking, Town Halls on Misuse and Abuse of Prescription Medications, Mt. Edgumbe High School Health Fair, prevention displays at local schools and throughout the community, providing Youth and Adult Mental Health First Aid and Prime for Life (DUI training) training, Teen Nights, support for the Teen Center, support to establish the Cycling Center at the Hames Center. With this CBS Grant, the state SPF-PFS grant, the DFC grant and the CBHPEIS grant, prevention efforts in our community will be expanded, better coordinated and more effective. A growing need, especially during the present pandemic. Sitka Counseling/HOPE Coalition is one of the only organizations to collect and share data regarding substance use patterns and trends in Sitka. We monitor national, state and local information and share that information with the community. Through our statewide partnerships we are able to bring additional resources into the community.

Sitka Counseling received previous CBS grants in Fiscal Year 2005(\$23,449.00), 2006(\$15,000.00), 2007(\$15,000.00), 2008(\$5,000.00), 2009(\$20,000.00), 2010(\$7,000.00), 2011(\$5,000.00), 2012(\$3,000.00) then in 2015(\$7,714.00), 2016 (\$7,581.00), 2017 (\$4,692.00), 2018 (\$4,638.00), and 2019 (\$4,714.00).

Process related outcomes would be linked to the number of community members served through our various programs, the number of presentations, workshops and community events provided as well as documented involvement in the HOPE Coalition activities. Each state and federal grant has additional outcome requirements which would also need to be met. These outcome measures would be documented through coalition meeting sign-in sheets and an "Outputs Log" maintained by coalition staff.

Indirect benefits would be less medical emergencies/strain on medical/emergency services, fewer law

City and Borough of Sitka: General Fund Grants For Nonprofit Organizations

Applicant: Sitka Counseling/HOPE Coalition

enforcement calls and increased community health. Since substance misuse and mental health is related to community disorganization, domestic violence and adverse childhood experiences, these would also be long range benefits. Long term, our community would be a healthier, safer, trauma informed place to live.

Some of the benchmarks which would indicate things are going in the right direction are as follows:

Assessment Related:

- Ongoing committee attendance/involvement for data gathering and evaluation implementation
- Increased capacity (ongoing) in 2019 we partnered with the Sitka HS to complete a substance use survey whose results were shared with the school as well as the community. Plans have been completed to do this again. We also have made plans to survey the Middle School this year.

Programmatic related

- Increased use of services
- HOPE Coalition membership
- Presentations/reports to community organizations (number)
- Development and delivery of community wide PSA's (number)
- Partner with a minimum of three partners on their projects/programs (by 5-28-2021)
- Continued distribution of medication disposal brochures and bags (number distributed)
- Continued distribution of opioid overdose prevention (NARCAN) kits. We have seen an increase in demand during the COVID-19 pandemic. (number distributed)

The continued growth of an Alcohol, Tobacco and Other Drug Coalition as well as increased AODA treatment and support services is in alignment with the Human Services category, by establishing a mechanism to promote a drug free community and the communities focus on health and wellness. The focus on alcohol, tobacco and other drug prevention would increase both individual and community health. Discussions with the Chief of Police indicate drug use/misuse are rising in the community. By addressing the issues surrounding this misuse early on, the community can reduce the long term negative impacts.

According to the latest CBS Comprehensive Plan found (2007), the following sections pertain to the need for substance use/misuse prevention and education activities:

2.2.5. Protect the health and well-being of local people and their surroundings;

2.10.1. To actively promote and seek funding for services and activities which facilitate the well-being of the community and all its members,

2.10.5. To commit to the following prevention and early intervention programs which will reduce social problems in the community:

E. Community wide substance-abuse awareness education.

2.11. The City and Borough Assembly encourages healthy lifestyles and activities within the community, and will strive to work towards the provision of human services for all members of the community. Health needs and community services may include but not be limited to the items listed below:

A. Health and social services, Behavioral health services

2. Substance abuse services – alcohol, other drugs, and tobacco products

3. Other behavioral health services

C. Healthy youth and elder activities and services

D. Educational and community forums and programs to promote healthy activities and recreational opportunities, safety, and healthy nutrition options in schools and in the community

City and Borough of Sitka: General Fund Grants For Nonprofit Organizations

Applicant: Sitka Counseling/HOPE Coalition

Preliminary information from across the country suggests stress levels, for all age groups, have gone up, as have the misuse of substances and other negative coping mechanisms, mental health issues have increased and all of these being exacerbated by the loss of personal and community connectedness due to COVID-19. The prevention, treatment and support services provided by Sitka Counseling is in greater need now than ever before. Substance misuse and mental health issues cut across many other health related issues such as domestic violence, suicide, bullying, and the very broad arena of just health and wellness. Although this funding request is not identified for a specific "project" it goes a long way in supporting ongoing services to our community and keeps the expanded services viable during this time of COVID-19.

Does the funding from this request leverage other funds for the project? How?

Yes, it already has. By leveraging previous year's funds, we applied and were granted an Alaska State grant to respond to prescription drug and heroin misuse. Continued documented support also allowed us to re-apply for the DFC grant and the CBHEIS Grant. Continued support will allow us to apply for additional grants. In addition Sitka Counseling contributes significant funding and in-kind support for prevention efforts and will continue this support.

Organizational Capacity

Sitka Counseling, formed through the merger of services of Sitka Prevention & Treatment Services and Sitka Mental Health Clinic, dba Islands Counseling Services. Sitka Counseling has provided behavioral health prevention, treatment and counseling services to Sitka for over 39 years and has proven itself capable of delivering and managing grants for the community's prevention, treatment and counseling needs. Sound financial practices are in place, confirmed by annual outside audits. The Coalition Director has a Master's Degree in guidance and counseling with concentrations in substance abuse, and family systems counseling. He was a Prevention Fellow through the Substance Abuse and Mental Health Services Administration/US Department of Health and Human Services for three years and was trained extensively in coalition building, community assessment, prevention strategies and evaluation techniques. He worked for and helped grow a highly successful community coalition in the State of Nevada and while there developed a social norm campaign which has been adopted state wide and is still being utilized. He also was one of 32 individuals selected nationally to participate in a yearlong "Addressing Health Disparities Leadership Program" sponsored by the National Council for Behavioral Health. Three additional staff members have been hired to assist in prevention activities. Sitka Counseling, through the HOPE Coalition is committed to establishing and coordinating community wide partnerships and processes which address substance use, misuse and abuse across the lifespan.

Community Support:

As mentioned above, Sitka Counseling (in one form or another) has been around for over 39 years. The HOPE Coalition has been in existence for over five years and has had a consistent membership of between 10-24 people representing 12 sectors of the community and good diversity. The Health Needs and Human Services Commission supports the coalition as has the City and Borough of Sitka in the past. Strong partnerships exist with SEARHC, Youth Advocates of Sitka, St. Peters Episcopal Church, Brave Heart Volunteers, Sitka Counseling, Lakeside-Milam Recovery Centers, Sitka Police Department, Sitka School District and Student Government, Sitka Public Health Department, Sitka Health Summit and other community and state organizations and businesses.

Board Attendance/ Board Members and Officers

Sitka Counseling's board members include Stan Filler-President, Ken Davis-Vice President, Vicki Keele-Secretary/Treasurer, Antonio Rosas, Nathaniel Bean, Julie Platson and Robert 'Chip' Korngiebel Jr.. Our board has longevity, with some members standing for more than twenty years. They attend monthly policy and direction meetings and special purpose committees.

City and Borough of Sitka Annual Grants from General Fund
Application packet

Attachment - Detailed Budget for the Project FY2021

| Cost Category | FTE | CBS AWARD | MATCH CASH | PROJECT TOTAL |
|---------------------------|-------------|------------------|------------------|------------------|
| Personnel | | | | |
| Program Coordinator | 1.00 | | \$5,000 | \$ 5,000 |
| Fringe Benefits at 26% | | | \$ 2,600 | \$ 2,600 |
| Total Personnel | 1.00 | | \$7,600 | \$ 7,600 |
| Facility | | | | |
| Facility Rent | | \$ - | \$ 3,000 | \$ 3,000 |
| Total Facility | | | \$ 3,000 | \$ 3,000 |
| Supplies | | | | |
| Program Supplies | | \$ 3,000 | | \$ 3,000 |
| Cleaning Supplies | | \$ 3,400 | | \$ 3,400 |
| Technology Supplies | | \$ 1,600 | | \$ 1,600 |
| Total Supplies | | \$ 8,000 | | \$ 8,000 |
| Other | | | | |
| Printing/Advertising | | \$ 2,000 | | \$ 2,000 |
| Total Other | | \$ 2,000 | | \$ 2,000 |
| TOTAL DIRECT COSTS | | \$ 10,000 | \$ 10,600 | \$20,600 |

Itemized list of grants:

Department of Behavioral Health CBHTR – Outpatient Treatment \$705,889.95
 Department of Behavioral Health CBHTR – Residential Substance \$303,200.60
 Department of Behavioral Health Rural Human Services \$65,000.00
 Department of Behavioral Health Bring the Kids Home \$100,000.00
 Department of Health and Social Services, Strategic Prevention \$46,821.40
 SAMSHA, Drug Free Communities Support Program \$125,000.00
 Department of Health and Social Services, Comprehensive Behavioral Health Prevention and Early Intervention Services Grant \$150,000.00



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0752257577

Mar. 08, 2019 LTR 4168C 0

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BODC: TE

SITKA COUNSELING & PREVENTION
SERVICES INC
113 METLAKATLA ST
SITKA AK 99835-7666



021970

Employer ID number: [REDACTED]
Form 990 required: YES

Dear Taxpayer:

We're responding to your request dated Feb. 27, 2019, about
SITKA COUNSELING & PREVENTION SERVICES INC

We issued you a determination letter in April 2004, recognizing
you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)
(3).

We also show you're not a private foundation as defined under IRC
Section 509(a) because you're described in IRC Sections 509(a)(1) and
170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC
Section 170. You're also qualified to receive tax deductible bequests,
legacies, devises, transfers, or gifts under IRC Sections 2055, 2106,
and 2522.

In the heading of this letter, we indicated whether you must file an
annual information return. If you're required to file a return, you
must file one of the following by the 15th day of the 5th month after
the end of your annual accounting period:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990-EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual
information return or notice for 3 consecutive years, we'll revoke
your tax-exempt status on the due date of the 3rd required return or
notice.

You can get IRS forms or publications you need from our website at
www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m.,

0752257577
Mar. 08, 2019 LTR 4168C 0
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SITKA COUNSELING & PREVENTION
SERVICES INC
113 METLAKATLA ST
SITKA AK 99835-7666

local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.

Sincerely yours,



Teri M. Johnson
Operations Manager, AM Ops. 3

Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business, and Professional Licensing

PO Box 110806, Juneau, AK 99811-0806

This is to certify that

SITKA COUNSELING AND PREVENTION SERVICES, INC

113 METLAKATLA ST, SITKA, AK 99835

owned by

SITKA COUNSELING AND PREVENTION SERVICES, INC.

is licensed by the department to conduct business for the period

October 8, 2019 to December 31, 2021
for the following line(s) of business:

62 - Health Care and Social Assistance



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location.
It is not transferable or assignable.

Julie Anderson
Commissioner

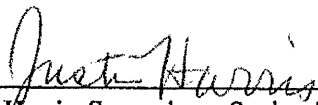
SITKA COUNSELING AND PREVENTION SERVICES, INC
113 METLAKATLA ST
SITKA, AK 99835

**General Fund Grants for Non-Profit
Organizations for Fiscal Year 2021**

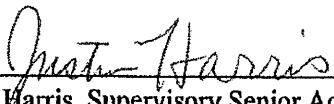
CBS Liabilities Form

Organization Name: Sitka Counseling

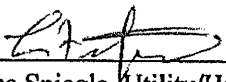
- Property Tax


Justin Harris, Supervisory Senior Accountant
747-1853, justin.harris@cityofsitka.org

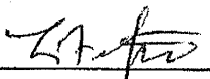
- Sales Tax


Justin Harris, Supervisory Senior Accountant
747-1853, justin.harris@cityofsitka.org

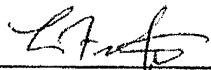
- Municipal Leases


Diana Spiegle, Utility/Harbor Billing Clerk
747-1843, diana.spiegle@cityofsitka.org

- Loan/Promissory Note


Larry Fitzsimmons, Senior Accountant
747-1801, larry.fitzsimmons@cityofsitka.org

- Utilities


Diana Spiegle, Utility/Harbor Billing Clerk
747-1843, diana.spiegle@cityofsitka.org

Please have CBS Departments sign off that your organization is current on all CBS liabilities. Email addresses have been included for your convenience.

This form must be completed and submitted with your Non-Profit Grant Application.