

SOCIAL AND VOLUNTARY SERVICES COMMISSION FUNDING REQUEST

Legal Name of Agency: Norman Alcohol Information & Counseling DBA
Norman Addiction Information & Counseling

Mailing Address: P.O. Box 730 Norman, OK 73070

Application completed by: Teresa Seal, Director of Development & HR

Telephone Number: 405-321-0022

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Amount of Funding Request: \$11,500

*****Please note that agency project funding will be on a reimbursement basis. Payment will be made as invoices with appropriate documentation are provided.**

In what year was your Agency incorporated: 1972

Are you associated with a national organization: No

Number of volunteers: 95

How many hours do volunteers donate: 1200 -- 1500 hours

How much money do volunteers save the agency: \$10,000 to \$15,000

Has your Agency applied for SVSC funds before: Yes

Year 2013 Amount \$13,200 Purpose Welligent, Addiction Information Series
(Received: \$10,200)

Year 2010 Amount \$1000 Purpose: Emergency Transportation Fund, 3 Bikes
(Received: \$1000)

Year 2009 Amount \$2,000 Purpose: \$10 Gas Vouchers
(Received: \$2,000)

Year 2008 Amount \$3,194 Purpose: 2 PowerPoint Projectors, 2 Laptops

(Received: \$1,600)

Year 2007 Amount \$2,635 Purpose: DVDs; DVD Burners, Office Equipment
(Received: \$1,200)

Year 2006 Amount \$1,017 Purpose: Client Incentives, UA's, Curriculum
(Received: \$750)

Year 2004 Amount \$6,240 Purpose: Parent Specialist
(Received: \$2,000)

Year 2003 Amount \$3,000 Purpose: Education Equipment
(Received: \$0)

Financial Information from the last fiscal year:

Percent of the budget which was spent on fund-raising:	<u>.01%</u>
Percent of budget spent on programs:	<u>84.99%</u>
Percent of budget spent on administrative expenses:	<u>15%</u>

Percentage of Organizational funding:

Religious Organizations	<u>0%</u>
Civic Clubs	<u>0%</u>
Corporate Donors	<u>0%</u>
Endowment/Interest Income	<u>1%</u>
Fees for services/products	<u>12%</u>
Government Grants	<u>14%</u>
Government Contracts	<u>60%</u>
Individual Donors	<u>1%</u>
Private Foundations	<u>1%</u>
Special Events (based on net earnings)	<u>1%</u>
United Way	<u>8%</u>
Other	<u>2%</u>

OVERALL MISSION OF AGENCY

NAIC-Norman Addiction Information & Counseling's mission is to provide help and inspire hope to individuals, families and communities through the prevention and treatment of addiction and mental illness. Founded in 1972 and located in Norman, NAIC has grown from a one-person referral source for alcoholism to an agency with 20 full-time employees who provide a full spectrum of addiction and co-occurring services: prevention, intervention, outpatient treatment, and aftercare. In addition, NAIC provides community education, treatment services for drug courts (adult, family and juvenile), and DUI schools. We have also expanded our services to include counseling for problem and compulsive gambling. Approximately 31% of NAIC's clients are at the poverty level or below. Another 62% is barely above the poverty level and struggle to make it. Over 68% of our clients live in Cleveland County. The other consumers are from surrounding areas. Last year, our population receiving treatment provided through state contracts with the Oklahoma Departmental Health of Mental Health Services and Oklahoma Health Care Authority included:

Consumer Gender Distribution:

- Men: 62%
- Women: 38%

Consumer Age Distribution:

- Ages 13-17: 9 %
- Ages 18-20: 7%
- Ages 21-24: 13%
- Ages 25-34: 35%
- Ages 35-44: 19%
- Ages 45-54: 12%
- Ages 55-up: 5%

Consumer Race/Ethnicity Distribution:

- African American, Not Hispanic: 5%
- Asian: 1%
- Hispanic or Latino: 5%
- Pacific Islander: 5%
- Caucasian, Not Hispanic: 86%
- American Indian / Alaska Native: 15%

Please note: Some of our clients identify themselves as two races which is why the percentages add up to over 100%.

These numbers do not include those that participated in prevention community services. As the only outpatient substance abuse and compulsive gambling treatment facility in this area, we provide a multitude of programs and services which would otherwise not be provided to Norman residents. We project that the percentage of increase of approximately 15% in the staff number.

Our treatment services include the following:

Intensive Outpatient Treatment Program: This program meets for a minimum of nine hours per week for six weeks. Clients experiencing severe problems due to their addiction are appropriate for this program. Topics include Understanding the Illness of Addiction, Identifying Triggers, Steps to Preventing Relapse, Connecting Values to Behaviors, Understanding Family Relationships, Spirituality, and Life Management. Upon completion of this program, consumers attend Relapse Prevention in addition to any or all Specialty Groups.

Outpatient Treatment Program: Outpatient treatment services are offered to adolescents, adults, and family members from the moment they walk into the door. NAIC takes walk-ins Monday through Friday, and clients are screened the same day by an experienced counselor. Clients are scheduled for immediate participation in an Early Recovery Skills group as interim services prior to their formal comprehensive assessment. After the assessment, the counselor assists the client in developing an individualized treatment plan. There is a variety of services provided based on the individual need of the client. These include individual therapy, family therapy, group counseling and education that focus on marital and family relationships, grief, anxiety, depression and trauma as well as the primary issues of substance abuse and/or compulsive gambling. NAIC has case managers who assist clients with identifying and meeting individual needs for support in areas such as housing, employment, education and transportation. The intensity, choice and duration of treatment groups are developed based on the individual needs and abilities of the client.

PROJECT NARRATIVE

NAIC is continuing our collaboration with Norman Public Schools by providing follow-up and additional resources to last year's Alternative to Suspension (Asp) participants and by adding a second track to the ASP program. Our agency is requesting \$11,500 from Social and Voluntary Services Commission to fund these 2 projects.

NAIC is requesting \$7,900 to provide follow-up and additional education to Alternative to Suspension 2013-2014 participants:

The Alternative to Suspension Program (ASP) is a collaborative partnership with Norman Public Schools (NPS). NPS has a no tolerance policy that prohibits alcohol and other drugs at any of the schools or for students to be under the influence of alcohol and other drugs. In Track 1 of the program if the student is caught under the influence of alcohol and other drugs there is an automatic 45 day suspension. However, if the student and a parent agree to attend four two-hour sessions on addiction and its impact, the suspension is reduced to 10 days. The session topics provided in the initial educational series are:

1. Understanding Addiction;
2. Understanding How Addiction Affects the Family;
3. Understanding How Trauma Affects Addiction; and
4. Understanding the Treatment Levels and Options.

The SVSC funding NAIC received last year allowed us to provide Alternative to Suspension Services to 52 students and their families of which 22 qualified for reduced or free lunch program. . This NAIC is working with NPS to expand the program for follow-up sessions in the school with ASP participants as well as other students.

At the request of NPS, NAIC proposes to provide follow-up services to ASP participants by providing brief structural support through individual sessions and educational support groups on school grounds. NAIC currently provides similar services with Washington Public Schools with funding the school is able to provide. NAIC would provide follow-up with ASP participants from last year as well as this year's participants. The follow-up services provided will additional support to the students in dealing with peer pressure and other high-risk factors. We estimate approximately 80 students for whom NAIC would provide follow-up services. We propose to spend an average of 2 hour with each student at \$45 per hour. We are also requesting \$500.00 for a laptop and \$200.00 in mileage costs for our Prevention Specialist to travel to Norman High School, Norman North High School, and Dimensions. Norman Public Schools and NAIC is currently researching extending this program past the 2014-2015 school year and offer follow-up for ASP participants and educational groups to all high school students in the school district with questions or concerns about alcohol and other drugs.

NAIC is requesting \$3,600 to provide a second track to the Alternative to Suspension Program for students who re-violate alcohol and other drug policy. Track 2 of the program will be geared towards adolescents who have already completed Track 1 of the Alternative to Suspension Program and have been suspended again due to being under the influence of alcohol and other drugs on school grounds or those who are suspended once but are deemed high-risk for substance abuse addiction by their school counselor. The second track requires a full assessment with a parent and up to 12 weeks of group therapy. The assessment will provide a recommendation of a treatment plan which may include residential treatment or additional group therapy sessions if needed, NPS will only require the student to complete up to 12 weeks of group therapy. The school board approved this second track as part of its alcohol and drug policy in June 2014.

The cost for NAIC to provide an assessment to each Track 2 student is \$240. In the inaugural year of Track 2, NPS is estimating a total of 15 students may be referred. We are requesting $\$240 \times 15 = \$3,600$ to be able to provide full assessment scholarships for those who are sent to NAIC for Track 2. NAIC and NPS have partnered on the ASP project for several years and are looking forward to furthering ASP to help those in need of addiction treatment.

The objectives are:

- To provide addiction prevention, intervention, and treatment to reduce the chances for continued misuse of alcohol and other drugs and/or addiction.
- To collaborate with NPS to provide services to enhance the well-being of students and their families.
- To serve approximately 100 students and their families.

The measurable outcomes include:

- 80% of participants will have a greater understanding of addiction and its effects.
- 80% of participants will complete the program and gain reduced suspension.
- 90% of adolescents will report no longer using drugs/alcohol or not using as much.

Over 80% of our budget funds are used for salaries and fringe benefits. Our budget for other expenses is very limited. Our services are highly specialized. NAIC is the only outpatient substance abuse treatment center in our area that provides the full continuum of services: prevention, intervention, treatment, and after care. We focus our services on the whole family as well as the individual with the addiction. Treatment saves lives, brings families together, and helps people to become productive citizens of the city of Norman.

BUDGET

Requesting from SVSC: \$ 11,500.00

Alternative to Suspension Program: Track 1 2013-2014 Follow-Up

Educational Follow-up Sessions	\$ 7,200.00
(1) Laptops for Utilization at NPS:	\$ 500.00
Travel Costs to/from NPS:	\$ 200.00
TOTAL	\$ 7,900.00

Alternative to Suspension Program: Track 2

15 Student Assessments X \$240:	\$ 3,600.00
TOTAL	\$ 3,600.00

GRAND TOTAL	\$ 11,500.00
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Requesting from SVSC: \$ 11,500.00

FINANCIAL INFORMATION

Funds and other assets of NAIC-Norman Addiction Information & Counseling shall be properly managed according to the financial plan set forth in NAIC's Policy 3.1 Fiscal Management and NAIC's Accounting Procedures. NAIC maintains a financial plan that addresses needs and generates resources necessary to achieve goals. The Governance authority of NAIC is the Board of Directors. The programmatic and fiscal operational responsibilities of the Board are vested in the Executive Director. The Executive Director, in conjunction with members of the Board of Directors, and the Senior Accounting Representative prepare a proposed annual operating budget of NAIC which serves as the written yearly financial plan, which is available no later than May of each year. NAIC's financial plan shall uphold general accounting procedures and principles and shall be completely authorized by a Board of Directors.