

## **Sustaining Evidence-based Prevention Programming via County Needs-Based Budget Special Grants**

Pennsylvania has established an incentive program for the development and support of evidence-based programming through the Special Grants mechanism of the county Needs-Based Plan and Budget (NBPB) process. Grantees who wish to access these funds to sustain evidence-based programs need to start planning for this goal during the proposal writing process and must take action to secure county support at the very beginning of their PCCD funding cycle. See our NBPB Timeline resource for more information on this.

### **Before writing a PCCD grant proposal:**

Step 1: Establish and maintain strong relationships with county policy makers, including individuals

responsible for programming at the County Children & Youth Agency. Involve them in selecting a program that will meet local needs.

Step 2: Develop and maintain an understanding of current priorities in your county

- Review past NBPB for your county, as well as the current priorities of Pennsylvania's Office of Children, Youth & Families (OCYF)
- Review pertinent data to understand local needs
  - a. PAYS - [http://www.pccd.pa.gov/Juvenile-Justice/Pages/Pennsylvania-Youth-Survey-\(PAYS\).aspx](http://www.pccd.pa.gov/Juvenile-Justice/Pages/Pennsylvania-Youth-Survey-(PAYS).aspx)
  - b. Annie E. Casey Kids Count Data Center - <http://datacenter.kidscount.org/>
- Is prevention a priority in your county?  
If no, then it may be important to make the case for general prevention planning approaches like the Communities that Care or Prosper models.
  - CTC Resources: <http://www.epis.psu.edu/ctc>
  - Prosper Resources: <http://extension.psu.edu/youth/prosper>

Step 3: Write a proposal that focuses on the needs of your county

- Align your program selection with county priorities
- Seek a detailed letter of support from county NBPB leaders showing their commitment to sustain the program after PCCD funding ends
- More information about writing a strong proposal can be accessed via the EPISCenter EBP 101 webinars: <http://www.epis.psu.edu/EBP101>

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### **If awarded PCCD funds:**

Step 1: Notify county leaders when PCCD funds are awarded

Step 2: Determine how much funding will be needed to sustain the program after PCCD funding ends

Step 3: Approach the county to request the funding

- Create a brief synopsis that highlights the following:
  - a. Two to four key local data points that highlight the need for the program
  - b. Cite research that shows how the program you are trying to sustain meets those needs
  - c. Illustrate how the program addresses county and state priorities
  - d. Show a clear work plan that includes
    - i. Key Implementation Milestones
    - ii. Action Steps and Time Frames
  
- Keep the following in mind
  - a. PA Department of Human Services would prefer that counties “front load” services with prevention and early intervention programing.
  - b. Counties are sometimes reluctant to add preventive services, fearing this will create a budget shortfall for existing or more treatment-oriented services.
  - c. In practice, some counties feel that adding specific EBP’s to the budget will decrease flexibility in how county funds can be spent.

Step 4: Periodically update county leaders on program implementation progress including outcomes and quality of implementation information.

- Share data that demonstrates your ability to implement the program effectively and efficiently
  - a. Reach Data: How many people have you served
  - b. Impact Data: What were the client outcomes?
  - c. Quality Data: Fidelity Observations, Client Satisfaction, Success Stories