

Cooperative Agreement
Office of National Drug Control Policy (ONDCP)
and Community Anti-Drug Coalitions of America's (CADCA)
National Youth Leadership Initiative (NYLI)

This Cooperative Agreement is for the implementation of CADCA's NYLI at the National Leadership Forum and the Mid-Year Training Institute; and the development of infrastructure to expand outreach by the NYLI to special youth populations.

Period of Performance: June 9, 2014 – December 31, 2014

I. General Information & Purpose:

The Office of National Drug Control Policy (ONDCP) strongly supports CADCA's National Youth Leadership Initiative (NYLI) training program. Since 2011, ONDCP has directly provided resources to expand this effective youth leadership training at CADCA's National Leadership Forum and the Mid-Year Training Institute.

CADCA's NYLI is building a future workforce of coalition leaders by teaching young people the life skills they need to be effective community change agents. CADCA's youth-led, adult-guided approach follows the best practices in youth development, empowering young people to be vocal and visible as they work to impact a broad range of public health issues where they live, study, and play.

The Purpose of this Cooperative Agreement is to continue to support NYLI at CADCA's conferences and to expand support for the NYLI to develop the infrastructure needed to increase the number of youth for targeted special populations (i.e., LGBTQ, Tribal, Military, Hispanic, African-American and Inner City) to receive enhanced training in coalition work and the prevention of youth substance use.

II. Primary Contacts:

ONDCP and CADCA will designate and maintain key contacts who will act as primary contact persons for their respective agencies. Either ONDCP or CADCA may designate substitute Key Contacts by providing written notice of such designation to the other party not less than ten business days prior to the change.

ONDCP:

Helen Hernandez
DFC Administrator
Office of State, Local and Tribal Affairs
202.395.6665
Hhernandez@ondcp.eop.gov

CADCA:

Arthur Dean
Chairman and CEO
National Youth Leadership Initiative
800.542.2322
Adean@cadca.org

III. Award Information:

Deliverable One: 2014 NYLI at CADCA Conferences (\$40,000):

- Funds to support trainers and materials for the 2014 National Leadership Forum's NYLI
- Funds to support trainers and materials for the 2014 Mid-Year Training Institute's NYLI

Deliverable Two: 2014 NYLI Outreach to Special Youth Populations (\$60,000):

- Funds to support the development and implementation of directed outreach to Special Youth Populations as identified by ONDCP, i.e., LGBTQ, Tribal, Military, Hispanic, African-American and Inner City.

Total: \$100,000

IV. Organization Involvement & Deliverables:

Deliverable One: 2014 NYLI at CADCA Conferences

Specific Tasks:

1. The National Youth Leadership Initiative will be conducted at the 2014 National Leadership Forum in Washington, DC and at the 2014 Mid-Year Training Institute in Orlando, FL.
2. Materials will be developed for youth and their adult advisors to be trained in the Strategic Prevention Framework and to learn how to help coalitions be more effective in creating community change. These coalitions include Drug-Free Communities (DFC) Support Coalitions, as well as other coalitions addressing the prevention of youth substance use.
3. The Office of National Drug Control Policy (ONDCP) Director and/or the DFC Administrator will have the opportunity to engage with NYLI participants during each event.
4. NYLI youth will have opportunities for involvement in ONDCP projects, as appropriate. CADCA will provide NYLI participant contact information to ONDCP, including name, state, email address and coalition. ONDCP will highlight NYLI activities during National Prevention Month in October.
5. A written report on the *NYLI Youth in Action* community-based change projects will be provided to ONDCP to document the outputs of NYLI participants at the local level in support of coalition work. Report will at a minimum identify:
 - a. Case studies featuring NYLI engagement in their communities
 - b. Summary information on youth participation and outcomes
 - c. Feedback from DFC coalitions on NYLI impact in their communities
 - d. Future goals and plans for NYLI

Deliverable Two: Special Youth Populations**Specific Tasks:**

1. Within 30 days of this award ONDCP and CADCA will convene a kick-off meeting to engage local experts in the development of a plan to engage special populations (LGBTQ, Tribal, Military, Hispanic, African-American and Inner City) in NYLI.
2. ONDCP will be directly engaged through regularly scheduled meetings/conference calls to be held on mutually agreed upon dates to discuss progress.
3. Within 60 days of this award CADCA will provide ONDCP with a list of possible youth conferences where NYLI may be able to participate with a goal of increasing special population youth involvement in community coalitions to reduce youth substance use.
4. Within 90 days of the award of this cooperative agreement, a written plan will be provided to ONDCP demonstrating the NYLI's approach for outreach to increase the number of youth from special populations involved in coalition work and the prevention of youth substance use. This plan should demonstrate:
 - a. An understanding and prioritization of the identified populations
 - b. A recruitment/communications plan to engage these youth in NYLI
 - c. An action plan (including unique engagement with these populations as well as integration with the general NYLI population)
 - d. A timeline to implement this plan
5. ONDCP and CADCA will work collaboratively on the development of culturally appropriate NYLI activities for prioritized youth special populations.
6. ONDCP will be directly engaged throughout the implementation of this plan, and will participate in all youth-focused events.
7. NYLI youth from these targeted populations will have opportunities for involvement in ONDCP projects, as appropriate. CADCA will provide youth contact information to ONDCP, including name, state and email address. ONDCP will highlight NYLI activities during National Prevention Month in October and at other ONDCP forums.
8. A report on the progress and outcomes of the NYLI outreach to special populations will be included in the *NYLI Youth in Action* report. Report at a minimum will identify:
 - a. Populations identified
 - b. Outreach plans
 - c. Activities and results
 - d. Findings specific to each population
 - e. Case studies
 - f. Future goals/areas for improvement

V. Payment

Request for payment shall be submitted to invoices@oa.eop.gov citing the cooperative agreement number and pertinent accounting code as reflected in block 18 of the grant award. In addition, the invoice must include period of performance and the reimbursement amounts by object class. Costs incurred prior to award date, per OMB Circular A-122, #36, are allowable and reimbursable as pre-award costs.

VI. Terms and Conditions

This award is based on the application submitted and is subject to the terms and conditions as follows:

- a) OMB Circular A-122 Cost Principles (2 CFR Part 230);
- b) OMB Circular A-110 Uniform Administrative Requirements (2 CFR Part 215);
- c) OMB A-133 Audit Requirements;
- d) “Government-wide Debarment and Suspension (Non procurement),” codified at 21 CFR § 1401 et. seq.;
- e) “Government-wide Requirements for Drug-Free Workplace (Grants)” (codified at 21 CFR § 1401 et. seq.);
- f) “New Restrictions on Lobbying” (codified at 18 USC § 1903 and 31 USC § 1352).
- g) Nondiscrimination in Federally Assisted Programs and Equal Opportunity Plans requirements are codified at USC, Title VI (42 USC § 2000d et seq.).
- h) Immigration and Naturalization Service Employment Eligibility Verification Form (I-9).

VII. Standard Terms of Award:

- a) The organization is legally and financially responsible for all aspects of this cooperative agreement, including funds provided to sub-recipients.
- b) Cooperative Agreement funds cannot be used to supplant current funding of existing activities.
- c) Accounting Records and Disclosure – Awardees and sub-recipients must maintain records which adequately identify the source and application of funds provided for financially assisted activities. These records must contain information pertaining to grant or sub-grant awards and authorizations, obligations, unobligated balances, assets, liabilities, outlays or expenditures, and income.
- d) Federal Financial Report (FFR) is required to be submitted quarterly. A final FFR report is due with 90 days after the end of the grant period.
- e) Program income must be accounted for and reported on the Federal Financial Report.
- f) Individuals may not receive compensation from the regular employer and the cooperative agreement at the same time.

RECIPIENT ACCEPTANCE OF SPECIAL CONDITIONS

Typed Name

Title

(Signature)

Date