



Request for Applications (RFA)
to become a
National Families in Action
State Partner
to Help Implement the Parent Corps
in 10 Partner States



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Contents

Overview.....Page 1

Background.....Page 1

Overall Need.....Page 2

Goals and Objectives of the Parent Corps.....Page 4

Strategy.....Page 5

What Will the Parent Corps Do?.....Page 6

Parent Corps National Training System Chart.....Page 7

Evaluation.....Page 8

NFIA’s State Partners: Which Organizations May Apply?.....Page 9

Information Applications Must Contain.....Page 11

Technical Assistance to Applicants.....Page 13

Selection Criteria.....Page 13

Instructions for Applicants.....Page 14

Critical Due Dates.....Page 16

References.....Page 17

Request for Applications (RFA) to Become a National Families in Action State Partner to Help Implement the Parent Corps in 10 Partner States

Overview

National Families in Action, Inc., (NFIA) is delighted to announce this Request for Applications (RFA) seeking its first 10 state partners to help NFIA implement the Parent Corps in their states. This RFA is part of a grant NFIA received from the Corporation for National and Community Service (CNS) to establish a national training system to implement the Parent Corps in 10 states. NFIA and its selected state partners have a unique opportunity to launch a national movement via the Parent Corps, which will help parents (defined as anyone raising a child) prevent drug use among their own children and the other children who attend their children's school.

This opportunity is unique on several grounds. The Parent Corps will:

- provide a structure to build a unified grass-roots movement of parents empowered to take action to protect their children from the harmful effects of alcohol, tobacco, and illegal drugs
- provide funding to build a leadership corps of parent leaders who will be trained and paid full-time salaries to educate and mobilize parent volunteers in their child's school
- train parent leaders to educate parent volunteers and help them band together to form different kinds of parent drug prevention groups.

A fully developed Parent Corps in each state will include a state office, budget, and staff consisting of a state coordinator, local coordinators, and one parent leader in every school to support the parent volunteer effort. Becoming a state partner is the first step toward achieving that goal. NFIA will administer and operate the Parent Corps, paying all Parent Corps staff salaries and benefits, so that Parent Corps employees can focus on the job of educating and mobilizing parent volunteers into action. (See Appendix A: "What is the Parent Corps"?)

This grant provides seed funding for the Parent Corps to start a national training system and implement the Parent Corps in 10 states. The grant period is from October 1, 2003 through September 30, 2006. Of particular importance, under a separate contract from CNS, RTI International (RTI) will evaluate the Parent Corps to test the effectiveness of empowering parents to prevent drug use, abuse, and addiction among children.

Background

At a Bush Campaign drug policy advisory meeting in January 2000, National Families in Action (NFIA), a 26-year-old drug-prevention organization based in Atlanta, Georgia, along with Mrs. Betty Sembler, who organized the meeting, proposed the creation of a Parent Drug Corps (Parent Corps). The Parent Corps, modeled after the Peace Corps, will create, train, manage, and pay full-time salaries to a corps of parent leaders to enlist parents as volunteers to prevent alcohol,

National Families in Action's Application to Become a Parent Corps Partner

tobacco, and illegal drug use among children and adolescents. It is designed to create a permanent parent movement similar to the one that National Families In Action and other organizations helped lead in the late 1970s and throughout the 1980s. That movement is credited with being the catalyst that cut past-month drug use in half by Americans ages 12 and older (from 25 million Americans to 12 million Americans) and by two-thirds among adolescents (from 17.6% to 6.1%) and young adults (from 37.1% to 13%) between 1979 and 1992. (1)

In October 2000, Mr. Bush announced that, if elected, he would create the Parent Corps. When he became president, he made the Parent Corps one of four prevention goals in his National Drug Control Strategy. While waiting for Congress to fund the Parent Corps, NFIA asked the state of North Carolina to finance a Parent Corps pilot program. North Carolina has begun its second year of operation. NFIA also obtained a grant from the Substance Abuse and Mental Health Services Administration (SAMHSA) to develop the Parent Corps Basic Training, which was pilot-tested in North Carolina in August 2003. Congress funded the Parent Corps in the 2003 federal budget and located it at CNS, the federal agency that supports volunteerism. NFIA won the CNS grant October 1, 2003 to implement the Parent Corps.

Overall Need

The use of addictive drugs by children and adolescents in the United States is well documented. The 2002 Monitoring the Future Survey shows that one-fourth of eighth-grade students (24.5%), nearly half of tenth-grade students (44.6%), and more than half of twelfth-grade students (53%) have tried an illicit drug in their lifetime. One in ten eighth graders (10.4%), two in ten tenth graders (20.8%), and almost three in ten twelfth graders (25.4%) have used an illicit drug in the past month, a level of use that connotes regular use. Moreover, 1.2% of eighth graders, 3.9% of tenth graders, and 6.0% of twelfth graders smoke marijuana *daily*, a level of use that signals addiction. Even more students smoke cigarettes daily: 5.1% of eighth graders, 10.1% of tenth graders, and 16.9% of twelfth graders. Further, 12.4% of eighth graders, 22.3% of tenth graders, and 28.6% of twelfth graders have had 5 or more drinks (of alcohol) in a row at one sitting. (2)

Contrary to popular belief, a significantly larger percent of white adolescents use alcohol, tobacco, and illegal drugs than do African-American adolescents, with use of some drugs by whites double or triple that of blacks, as the chart on the next page illustrates. Levels of drug use among Hispanic adolescents generally fall somewhere between those of whites and African Americans, although with some drugs, levels among Hispanics are higher than whites. (3)

National Families in Action’s Application to Become a Parent Corps Partner

Percent of White, Black Adolescents in 2001 Who Used Drugs									
Grade	12th	10th	8th	12th	10th	8th	12th	10th	8th
	Any Illicit Drug, Past Year			Marijuana, Past Year			Cocaine, Past Year		
White	43.1	37.6	19.0	38.5	32.9	14.7	5.5	3.9	2.5
Black	31.7	30.5	16.7	29.0	28.7	14.6	1.0	0.8	0.8
	Crack, Past Year			Alcohol, Past Month			Been Drunk, Past Month		
White	2.2	1.8	1.7	55.3	42.7	23.2	37.7	25.8	9.0
Black	0.5	0.7	0.5	29.4	25.3	15.0	12.0	09.5	4.0
	5 or More Drinks in a Row			Cigarettes, Past Month			Cigarettes, Daily		
White	34.5	27.4	13.8	35.3	25.7	14.7	23.8	15.5	7.5
Black	11.8	12.6	9.0	13.3	11.1	8.2	7.5	5.2	2.8
	Cigarettes, Half-Pack + a Day			Smokeless Tobacco, Past Mo.			Smokeless Tobacco, Daily		
White	13.6	7.1	3.2	10.3	7.5	4.8	4.4	1.9	0.9
Black	2.4	1.7	1.1	1.2	3.2	2.2	0.2	0.6	0.3

The 2001 National Household Survey on Drug Abuse found that among youths ages 12 to 17, the rates of past-month cigarette use, binge drinking, and past-month illicit drug use were higher among Native American Indians and Alaska Natives than among youths from all other population groups. However, the rate of heavy drinking (five or more drinks in a row on each of 5 or more days in the past month) was similar across all groups. (4)

A 1995 survey of California 12th grade students attending schools with significant Asian-American populations finds that from 18% (Chinese and Vietnamese) to 45% (Pacific Islanders) of Asian-American students used alcohol in the past month. Those who say they may use drugs in the future, or say they will continue to use drugs, range from 10% (Chinese) to 36% (Pacific Islander). (5)

Clearly, levels of drug use among adolescents, even those thought to be at “low risk,” are unacceptably high. Therefore, it is important to engage parents from all populations and all economic levels – lower, middle, and upper-income parents – and all locations – urban, suburban, and rural -- if we are to reduce the problem. (6)

Research has also identified factors that put adolescents at risk for substance abuse and factors that protect them as well. (7) A major source of protective factors (and risk factors if parents use or make drugs available to children) is the family. Parents who form close bonds with their children, who ensure that their children engage in structured, supervised activities after school and on weekends, and who reduce children’s exposure to environmental factors that encourage drug involvement greatly reduce the likelihood that their children will initiate drug use. (8)

National Families in Action's Application to Become a Parent Corps Partner

Lessons learned from the first parent movement suggest that similar parenting practices increase the likelihood that children who have initiated use will stop using drugs once parents recognize their child is involved and, depending on the extent of that involvement, intervene, obtain counseling, or obtain treatment to help the child stop.

Despite the power parents have to protect children, nearly 60 percent of parents with school-age children are in the workplace, a fact that not only restricts the time they have to spend with their children but also isolates them from natural allies: other parents. Our increasingly mobile population means fewer extended family members are available to help parents raise children, further isolating parents from potential help and support. The first parent drug-prevention movement learned that parents' desire to be their children's "best friends" conflicted with the need children have for parents to be the adults who set and enforce limits to protect them from commercial pressures and peer-led behaviors that can hurt them. Given these aspects of contemporary American life, there is a critical need to help parents band together to support and help each other steer their children through the difficult and challenging developmental period of adolescence to protect their health, development, and safety.

A new "risk factor" just coming into view is adolescent brain development. Key brain areas undergo intense changes in brain organization and function during adolescence. Some of these areas are primary sites for motivation, impulsivity, and addiction. Others control judgment and, importantly, develop more slowly. This may mean that *all* adolescents are at *biological risk* for drug initiation and addiction and may explain why epidemiological evidence consistently shows that initiation of drug use and onset of addiction occurs primarily during adolescence and young adulthood. (9)

This developing knowledge, combined with existing knowledge about the powerful influence parents have over children's attitudes and behavior, underscores the importance of supporting and strengthening parents' knowledge and skills and encouraging them to work together to prevent drug use among children and adolescents.

Goals and Objectives of the Parent Corps

The overall goal of the Parent Corps is to prevent intentions to use addictive drugs, to prevent initiation of use, and to reduce rates and frequency of use among adolescents at targeted middle or high schools.

The Parent Corps intends to accomplish this goal through the following objectives:

1. Provide parents with knowledge about the ways addictive drugs exert their effects on the brain, change the brain, change behavior, and produce drug abuse and addiction.
2. Provide parents with knowledge about the short-term and long-term effects of addictive drugs on the social, emotional, and physical development of children and adolescents.

National Families in Action's Application to Become a Parent Corps Partner

3. Teach parents about factors that put children at risk for substance abuse and factors that protect them from risk, including parents' influence on their children.
4. Promote science-based curricula to help parents acquire or improve communications, management, and discipline skills to reduce their children's risk for substance abuse.
5. Give parents skills and tools to form parent drug-prevention groups and take collective action to prevent children from initiating use.
6. Teach parents how to provide drug-free environments and opportunities for children.
7. Educate parents about media influences on children's substance use and how to limit exposure to these influences.
8. Teach parents about civic systems and how to advocate to influence policy and regulations regarding substance use.

It is anticipated that meeting these objectives will impact the following outcomes, which will lead to meeting the overall goal of the Parent Corps:

- a. increased perceived risk/harm from and susceptibility to substance use among both parents and children
- b. increased parental self-efficacy to affect children's substance use
- c. improved parent-child communication
- d. more effective parenting skills (family management, monitoring, and discipline skills)
- e. increased involvement of children in drug-free activities and affiliation with non-drug-using peers
- f. increased accuracy of perceptions of peer use among both parents and children
- g. changes in environmental factors that discourage drug involvement (increased provision of drug-free social activities for students; strengthened school policies; reduced illegal drug production, sales, or distribution in neighborhoods; reduced promotion/sale of alcohol and tobacco to underage children; reduced promotion/sale of drugs in the school community)
- h. increased intervention activities conducted by parents who have discovered that their children have engaged in substance use
- i. increased treatment-seeking by parents for their addicted children

Strategy

NFIA's plan to build the Parent Corps begins by conducting this competition to select one statewide parent drug-prevention organization in each Department of Health and Human

National Families in Action's Application to Become a Parent Corps Partner

Services (DHHS) region (a total of 10 organizations, 1 in each of 10 states) to partner with NFIA to implement the Parent Corps in its state. The program will be implemented in two schools (middle or high schools) per state. Working with each partner organization, NFIA will interview and hire 1 parent leader from each school (a total of 20 parent leaders, 2 in each of 10 states) to recruit, train, and mobilize parent volunteers in those schools. The directors/CEOs of NFIA's partner organizations and the 2 parent leaders from their states will attend a 5-day national training conference in Atlanta at which NFIA will introduce the SAMHSA-funded Parent Corps Basic Training NFIA developed and tested over the past year. Each of the partner organizations will co-host with NFIA a 1-day training workshop in their respective state/DHHS region to introduce the Parent Corps and recruit parent volunteers as provisional members of the Parent Corps. Once trained by a parent leader, provisional members are entitled to full membership in the Parent Corps. Parents interested in becoming self-funded or volunteer parent leaders to add to the number this grant will provide may attend one of NFIA's quarterly 5-day Parent Corps Basic Trainings in Atlanta on a partially subsidized, partially self-funded basis.

Grant funds will enable NFIA to pay the following costs:

- salaries and benefits of 20 parent leaders (2 per state);
- transportation, meals, accommodations, and training fees to bring 10 state partner organization CEOs and 20 parent leaders to Atlanta for the 5-day national training;
- expenses to conduct 1-day workshops in each partner's state; and
- partial scholarships for parents who wish to become self-funded or volunteer parent leaders to attend one of NFIA's 5-day trainings in Atlanta.

To strengthen and broaden the Parent Corps in each of its 10 partner states, NFIA will work with each partner organization to develop a plan to raise funds to employ a Parent Corps state coordinator, two additional parent leaders, and to provide a modest budget for each partner's state office. NFIA will attempt to raise expenses outlined in the funding plan from public agencies, private foundations, and corporations in each partner organization's state.

What Will the Parent Corps Do?

NFIA will train state partner organizations and parent leaders how to recruit, train, and motivate parent volunteers to form and sustain parent drug-prevention groups. NFIA recognizes that some 60 percent of today's parents of school-age children are in the workplace and do not have time to attend meetings to learn how to form parent drug-prevention groups, which presents a difficult challenge. To meet this challenge, the Parent Corps Basic Training teaches trainees how to help parent volunteers conduct "meeting-free" parent drug-prevention groups where parents get together informally during lunch or breaks at work, via e-mail, by phone, at church, neighbor to neighbor, etc. After Basic Training, partner organizations and parent leaders will return home to recruit and train parent volunteers. Parent leaders' primary target for volunteer recruitment is the parents in their child's school. Parent leaders' secondary target for volunteer recruitment is parents in workplaces, faith institutions, civic associations, neighborhoods, and other entities in

National Families in Action’s Application to Become a Parent Corps Partner

the immediate community that surrounds their school. Parent leaders will teach parent volunteers how to form parent drug-prevention groups to perform specific tasks. These tasks emerge from the process parents go through as they share concerns about risks their children face and devise ways to help each other reduce those risks. The kinds of parent drug-prevention groups that parents form are defined by the kinds of problems parents identify and try to solve.

Parent Corps National Training System	
National Families in Action educates, trains, and supervises	
10 Partner Organizations and 20 Parent leaders who educate, train, mobilize, and supervise	
Parent Volunteers who support each other, form parent drug-prevention groups, and take action to protect children from alcohol, tobacco & illegal drugs. Different kinds of parent drug-prevention groups take different kinds of action.	
<p style="text-align: center;">Parent Peer Group</p> <p>A group of 6 to 10 parents whose children have become friends at school. These parents set age-appropriate guidelines they help each other enforce around issues such as curfews, dating and party rules, supervision and chaperoning strategies, etc.</p>	<p style="text-align: center;">Parent School Group</p> <p>A group of parents whose children attend the same grade or school. They do the same things Peer Groups do, but for all children in a grade or school. They provide drug-free alternative social activities for students and work to strengthen school anti-drug policies.</p>
<p style="text-align: center;">Parent Neighborhood Group</p> <p>A group of parents of school-age children who work with police to end illegal drug production, sales, or distribution in their neighborhood.</p>	<p style="text-align: center;">Parent Community Group</p> <p>A group of parents who work to end the promotion/ sale of alcohol & tobacco to underage children & the promotion/sale of drugs in the school community.</p>
<p style="text-align: center;">Parent Workplace Group</p> <p>A group of parents who work at the same place and educate each other about the harmful effects of alcohol, tobacco & drugs. They support and help each other raise alcohol, tobacco & drug-free kids.</p>	<p style="text-align: center;">Parent Intervention Group</p> <p>A group of parents who come together to intervene in their children’s early alcohol, tobacco, or drug use. By setting and enforcing limits and supporting each other, these parents regain control of their children’s behavior and stop further alcohol and/or drug use.</p>
<p style="text-align: center;">Parent Support Group</p> <p>A group of parents who help each other obtain assessments and treatment for their drug-abusing or drug-addicted children. They support each other throughout their children’s treatment and aftercare.</p>	<p style="text-align: center;">Family Mentoring Group</p> <p>Often faith-based, these are families who have raised children to become drug-free adults with families of their own. A mentoring family provides guidance, emotional, and sometimes financial support to a family that is currently raising children.</p>
<p style="text-align: center;">Community Coalition</p> <p>A Community Coalition brings parent drug-prevention groups together with others in a community – educators, health professionals, police, etc. – to work collaboratively to strengthen communities and reduce alcohol, tobacco, and illegal drug availability, use, abuse and related problems.</p>	

National Families in Action's Application to Become a Parent Corps Partner

Depending on how many problems they identify and how many tasks they decide to undertake to address those problems, parent volunteers will work up to 12 hours a week for parents who work outside the home and up to 40 or more hours a week for parents who do not work outside the home. Once trained, parent volunteers will be full members of the Parent Corps. Membership is free. Both provisional and full membership cards will serve as one measure of how many Parent volunteers have been recruited into "active duty." Each parent leader will recruit and manage an estimated 400 parent volunteers during the implementation phase of the grant (2½ years).

A key part of the Parent Corps Basic Training provides an overview of community coalitions and urges parent volunteers who form parent drug-prevention groups to either join existing or form new community coalitions. Unlike parent drug-prevention groups, which involve only parents and families within a given school community, community coalitions bring together the larger community – educators, businesses, local government, faith institutions, law enforcement, the media, and others – to work together to prevent drug abuse and addiction in that larger community. Bringing parent drug-prevention groups to the community coalition table will enhance, strengthen, and multiply the effectiveness of drug-prevention efforts of both parent drug-prevention groups and of community coalitions.

Evaluation

No research was done to test the effectiveness of the first parent movement. Therefore, despite the belief by key government officials and others that this movement was responsible for initiating the stunning reductions in drug use that took place between 1979 and 1992, no one can "prove" it. Research and evaluation are critical to establishing cause and effect. Therefore NFIA, NFIA's state partners, and RTI will *evaluate* the Parent Corps to show whether empowering parents to prevent drug abuse among children results in fewer children using, abusing, and becoming addicted to alcohol, tobacco, and other drugs.

Because the evaluation of the Parent Corps will involve human subjects (parents and children), the evaluators must obtain approval from the federal Office of Management and Budget (OMB) of all survey instruments they will use to collect evaluation data throughout the length of the project. It is estimated that it may take up to 7 months to obtain OMB approval. Therefore, the Parent Corps will be implemented in two phases, the first starting May 1, 2004 and the second starting December 1, 2004. (Appendix B illustrates the phased implementation of the Parent Corps in 10 states.)

Organizations interested in applying to become a NFIA state partner have from Monday, December 22, 2003 to Thursday, February 19, 2004 to prepare and submit their applications to NFIA. Applications will be screened for compliance by NFIA and reviewed by outside reviewers during the remainder of February 2004, and 10 state partner organizations will be selected by March 1, 2004. At that time, based on information submitted by applicants to assist with the evaluation, 5 states will be assigned to Phase One for a program start date of May 1, 2004 and 5 states will be assigned to Phase Two for a program start date of December 1, 2004. An implementation evaluation will be conducted in both Phase-One and Phase-Two states. In addition, an impact evaluation will be conducted in Phase-Two states. Phase-One states will

National Families in Action's Application to Become a Parent Corps Partner

recruit potential parent leaders from two schools for NFIA to interview and hire. NFIA will ask each state partner to participate in the interview process and will hire 1 parent leader from each school to begin the program May 1, 2004.

The impact evaluation of the Parent Corps will be conducted in Phase-Two states. These 5 state partners will be selected March 1, 2004, but will not start the program until December 1, 2004. Shortly after these states have been selected, RTI, working with NFIA and each state partner, will select 4 schools (2 pairs of schools matched for school characteristics) from a list of matched pair schools each applicant submits. These schools will be randomly assigned to the Parent Corps group (called the treatment group) or the control group. The Parent Corps will be implemented among parents in treatment-group schools. Control-group schools will be placed on a waiting list and may implement the Parent Corps after, but not before, September 2006, when the project ends. In both treatment-group and control-group schools, RTI will collect baseline data before the Parent Corps begins and process and impact data one year after the Parent Corps begins. Telephone interviews with parents and children will be conducted in October and November 2004 to collect baseline data. Mailed survey questionnaires will be sent to parent leaders and parent volunteers in treatment-group schools one year after the Parent Corps begins to gather information about its implementation. Telephone interviews with parents and children in both treatment-group and control-group schools will be conducted in early 2006 to compare school communities where the Parent Corps is implemented with school communities where it is not implemented. After baseline data collection and again after follow-up data collection, RTI will provide \$10 cash incentives to parents and \$10 gifts cards to children who agree to be interviewed.

NFIA's State Partners: Which Organizations May Apply?

The organizations with the most knowledge and experience in helping parents prevent drug use among children are nonprofit parent drug-prevention organizations that led or have emerged from the first parent movement in the United States. As noted above, officials of the National Institute on Drug Abuse credit this movement with the responsibility of initiating and sustaining the 13-year reduction in all levels of drug use among adolescents and young adults that occurred between 1979 and 1992. Although the parent movement was never funded and most of the estimated 3,000 parent drug-prevention groups had ceased functioning by the 1990s, some have survived and grown along with the evolution of the substance-abuse-prevention field. These organizations, and others like them, can be most helpful in facilitating the Parent Corps national training system and developing the Parent Corps in their respective states.

State Partners

Qualifications

Eligible organizations that may compete to become a NFIA partner organization to help NFIA implement the Parent Corps in their states must be 501(c)3 nonprofit organizations whose primary mission is to help parents prevent the use of alcohol, tobacco, and illegal drugs among children. They must have provided such services to parents throughout their state for one or more years. Also eligible are 501(c)3 nonprofit organizations recently formed by a parent who has lost a child due to a death related to alcohol or drug abuse and whose primary mission is to warn other parents of the dangers alcohol and other addictive drugs pose to young people. They

National Families in Action's Application to Become a Parent Corps Partner

also must deliver education and prevention services to parents throughout their state.

Eligible organizations must have established collaborative working relationships with their single state drug and alcohol agency (SSA), their state's national prevention networker (NPN), their governor's office, other state agencies with a drug demand reduction or supply reduction mission, and/or foundations or corporations based in their state. Further, they must be willing to enter into a Letter of Agreement with NFIA to lead NFIA to potential funding sources in their state in order to expand the Parent Corps there.

In states where more than one parent drug prevention group is active, such groups are strongly urged to form a coalition of parent drug-prevention groups to work together to implement the Parent Corps in their state. Member parent drug-prevention groups of the coalition should decide in advance how they are going to divide responsibilities and should submit as part of the coalition's application the plan they have worked out to accomplish this goal. The coalition should elect one parent group among its member groups to administer the coalition and serve as applicant for the coalition. Applications from a coalition of parent drug-prevention groups in a state must include letters of agreement from all member parent drug-prevention groups stating their willingness to work with the applicant organization to implement the Parent Corps in their state.

To facilitate the building of coalitions of parent drug-prevention groups within a state, all applicants must submit a Letter of Intent to Apply to NFIA by Wednesday, January 7, 2004. By close of business Thursday, January 8, 2004, NFIA will publish on its website a list of all organizations, with contact information, that intend to apply (<http://www.nationalfamilies.org>).

Roles and Responsibilities

Each partner organization will help NFIA 1) implement and administer the Parent Corps in its state, 2) recruit candidates from each of two selected schools* for the position of parent leader whom NFIA will interview, hire, and employ, 3) attend the national 5-day Parent Corps Basic Training in Atlanta, 4) co-host a training workshop with NFIA in its state for parents from its state and DHHS region, 5) help NFIA manage, coordinate, and support the work of parent leaders and parent volunteers in its state, 6) refer parents interested in becoming self-funded or volunteer parent leaders from their state and DHHS region to NFIA for basic training, 7) sign a Letter of Agreement with NFIA agreeing to help build the Parent Corps in their state by leading NFIA to public and private funding sources to finance the expansion of the Parent Corps there, and cooperate with RTI's implementation and impact evaluation efforts. Partner organizations will report to NFIA in matters concerning the Parent Corps.

Parent Leaders

Qualifications

In the fully developed Parent Corps, parent leaders may be parents with a child in school (K-12), parents of pre-school-age children, parents whose children are no longer in school, and/or parents who have lost a child to a drug or alcohol-related death. For the purposes of this start-up

* Among Phase-Two states, RTI will work with NFIA and the partner organization to randomly select these schools.

National Families in Action's Application to Become a Parent Corps Partner

grant, the 20 parent leaders who will begin the Parent Corps must be raising a child who attends middle or high school. Also, they must commit to work with one school for at least one year (e.g., from May 2004 to May 2005 or from December 2004 to December 2005, even if their child withdraws from the school during this time period). Parents have unique and unqualified access to other parents in the school their child attends and that access is critical to being able to reach and motivate a significant number of parents to recruit as parent volunteers. Parent leaders should also be natural leaders who demonstrate strong communication skills, possess the ability and desire to organize their school community for positive change, and are highly motivated team players. They must be committed to improving the lives of children; wish to uphold the alcohol, tobacco, and drug laws; wish to reduce the availability of alcohol, tobacco, and illegal drugs to children and adolescents; and wish to ensure that adolescents do not initiate use or end use that has begun.

Roles and Responsibilities

Parent leaders will help NFIA and its state partner organizations 1) implement the Parent Corps in their school and surrounding community, 2) attend the national 5-day Parent Corps Basic Training in Atlanta, 3) recruit, train and support parent volunteers in their school and surrounding community, 4) educate parent volunteers about the dangers alcohol, tobacco, and illegal drug use pose to adolescents and help them form parent drug-prevention groups to protect their children, 5) participate as trainers at NFIA's training workshop in their state/DHHS region, and 6) refer parents from outside their school communities who wish to become self-funded or volunteer parent leaders to NFIA's quarterly basic trainings in Atlanta. Initially, parent leaders will report directly to NFIA's Parent Corps National Coordinator. Once NFIA, with the help of its state partners, has raised funds to hire state coordinators, parent leaders will report to NFIA's Parent Corps National Coordinator through their state coordinator.

Parent Volunteers

Qualifications

For the purposes of this grant, parent volunteers may be parents, grandparents, foster parents, or others who are raising a child who attends middle or high school. They must be committed to raising that child free of alcohol, tobacco, and other addictive drugs.

Roles and Responsibilities

Parent volunteers will 1) be trained at their DHHS regional workshop or by their parent leader, 2) help parent leaders educate and train other parents in their child's school about the dangers drugs of abuse pose to children and adolescents, and 3) form parent drug-prevention groups to prevent children and adolescents from initiating drug use or to end drug use that has begun. Parent volunteers who have been trained and who have formed or joined a parent drug-prevention group will be inducted into the Parent Corps as members. Membership is free. Parent volunteers report their Parent Corps activities to parent leaders.

Information Applications Must Contain

To facilitate the evaluation of the Parent Corps, RTI will help NFIA decide which of its 10 state partners will be assigned to Phase-Two states, based on information submitted by applicants. Because of this, it is not possible to determine at this time which states will be assigned to Phase-

National Families in Action's Application to Become a Parent Corps Partner

One and Phase-Two groups. In preparation for potential evaluation, applicant organizations must select a pool of at least 6 schools in their state as potential sites to locate the Parent Corps. To facilitate management of the start-up of the Parent Corps in their states, applicants are encouraged to select school communities within a reasonable driving distance of their office (or home office). These schools should be matched in pairs, with each pair having similar demographics, school size, grade levels, public/private status, and urban/rural county types. For example, one pair might be two middle schools, each with 500 students in grades 6, 7, and 8 from two different suburban areas serving upper to middle income families and neighborhoods that are primarily African American. The second pair might be two high schools in two different urban areas, each with 2,000 students in grades 9 through 12, serving middle to lower income families in neighborhoods that are primarily Hispanic/Latino and Asian. The third pair might be two high schools in two different rural areas, each with 600 students in grades 9 through 12 serving upper, middle, and lower income families in a county whose population is primary white. (Please note: these are examples only. The demographic characteristics of your schools may be different.)

Each applicant must provide needs data to justify the schools they have selected and a letter of support from each principal demonstrating willingness to participate in the Parent Corps and its evaluation. They should submit data describing the demographics of the neighborhood surrounding each school, data describing characteristics of each proposed school, data describing levels of substance abuse among adolescents in the school community, and risk factors and protective factors in those sites (if available). The data submitted by candidates should meet the following criteria:

Demographic Data

Demographic data should include 1) descriptive statistics on the racial and cultural constituencies of the geographic area surrounding each school, 2) data describing the household situations of the residents of the area; i.e., how many households, how many in which both parents work, how many in which grandparents live with grandchildren or are responsible for grandchildren, single-parent households, etc., 3) statistics on enrollment in school and educational attainment, and 4) statistics on income and employment status. Data should be appropriate to the geographic area in which the school is located.

Candidates seeking a ready source of data that meets the above criteria should consider using the Census Bureau Demographic Profiles. These profiles are drawn from 2000 U.S. Census data, are easily obtained by anyone, and are available for geographic areas as small as city blocks. They can be accessed at <http://censtats.census.gov/pub/Profiles.shtml> and at <http://mcdc2.missouri.edu/webrepts/sf3pros/index.html>.

Characteristics of Proposed Schools

Applicants must provide detailed data about the characteristics of each proposed school. In addition to demographic characteristics, data must also include school size, grade levels, public/private status, and urban/suburban/rural type. (Appendix C contains a worksheet for each matched pair of schools to help applicants collect this information about the schools they propose. Worksheets must be submitted with applications.)

National Families in Action's Application to Become a Parent Corps Partner

Substance Abuse and Influencing Factors

Applicants must submit data describing the extent of adolescent drug use in each proposed school community (or in a single community if the proposed schools are geographically close). Descriptive data about need may include 1) reports from local law enforcement agencies, 2) letters from community or school leaders, 3) newspaper articles, and/or 4) data or letters from local treatment facilities that describe the extent of alcohol, tobacco, and drug use in the school community.

NFIA and RTI recognize that few individual schools conduct alcohol, tobacco, and drug use surveys among their students or are able to release such data if they do collect it. Applicants who can supply such data should include it in their applications to strengthen their description of need. (Applicants will not be penalized if unable to obtain such data.) If available, this data should 1) be geographically appropriate, and cover the tightest applicable geographic area, 2) protect the identity of research subjects, 3) if possible, differentiate between drugs used (alcohol, marijuana, ecstasy, etc.), 4) if possible, demonstrate frequency of use, and 5) if possible, demonstrate age of first use. Data submitted must be accompanied by documentation which identifies the dataset and explains how the data was gathered and analyzed. This will allow program administrators and evaluators to verify the appropriateness and reliability of the data.

Letters from School Principals

Applicants must submit letters from the principals of each of their proposed schools. Each letter must express the principal's willingness to help RTI evaluate the effectiveness of the Parent Corps even if the program is not implemented at that school. The principal must also agree to provide RTI with a current directory of the school's parents and children, including their addresses and phone numbers, so that RTI can contact and interview parents and children by phone (no child will be interviewed without his or her parent's consent) if the principal's school is selected and randomly assigned to either the treatment or control group. Appendix D contains an Assurance of Participation in the Evaluation of the Parent Corps and must be signed and submitted with applications.

Technical Assistance to Applicants

Beginning December 29, 2003, NFIA will provide extensive technical assistance to interested applicants upon request to help them prepare their applications and select appropriate school sites. Applicants should submit their questions via e-mail to nfia@nationalfamilies.org. NFIA will post all questions and answers on its website (www.nationalfamilies.org) so that all applicants may have access to this additional information. Those wishing to discuss their questions may call Sue Rusche at 404-248-9676 (beginning December 29). However, after discussion, they must formulate their questions in writing and submit them by e-mail for posting to share with all. In the event that any difference might occur between verbal discussions and written, posted answers, the latter shall prevail.

Application Selection Criteria

Selection criteria for successful applicant organizations include 1) previous experience of organizations in helping parents prevent drug use among children, specifically by helping them

National Families in Action's Application to Become a Parent Corps Partner

form parent drug-prevention groups, 2) being able to achieve a balance of specific populations to be served in urban, suburban, and rural areas, 3) strength of links to potential public and private funders in their state, and 4) thoroughness of documentation about school characteristics and appropriateness of matching paired schools. Priority will be given to applicants who have already raised funds and are operating statewide Parent Corps pilot programs and to applicants who have obtained funds or funding commitments from public and/or private agencies within their states to contract with NFIA to expand the Parent Corps there beyond the scope of this grant. Taking into account the number of applications received, NFIA will make every effort to select its 10 partner organizations by March 1, 2004.

Instructions for Applicants

1. Letter of Intent to Apply (due by Wednesday, January 7, 2004)

Applicants must submit a Letter of Intent to Apply to NFIA by January 7, 2004. Please e-mail your letter to nfia@nationalfamilies.org and fax a hard copy to NFIA at 404-248-1312. The letter must include 1) a sentence indicating the applicant's intention to submit an application to become 1 of 10 NFIA state partners to implement the Parent Corps in the applicant's state and 2) the name, mailing address, phone, fax, and e-mail address of the applicant organization and the name and title of the person who will submit the application for the organization. NFIA will publish on its website by close of business January 8, 2004, a list of the organizations that intend to apply, with their contact information, so that multiple groups in a state can build a coalition to submit a single application to NFIA from their state.

2. Narrative Application (due by close of business Thursday, February 19, 2004)

Complete the cover sheet contained in Appendix E with information about your organization.

Write a 10 to 15 page narrative application using one side per page. Number your pages and use 12 point Times Roman with 1 inch margins. Include the elements described below in your narrative proposal. (Cover sheet, letters of support, and other requested documents may be attached to your application and do not count as part of your 10 to 15 pages). Narrative applications longer than 15 pages will not be reviewed. Do not staple or bind applications. They may be clipped or rubber banded. Submit 1 original plus 4 copies of your application.

Describe why your organization wants to help NFIA implement the Parent Corps in your state, why it is qualified to do so, and what it hopes to achieve for parents and children in your state as NFIA's partner.

If your organization is representing a coalition of parent drug-prevention groups within your state, describe the coalition and the plan it has developed to divide responsibilities to help NFIA implement the Parent Corps in your state. Include letters of agreement from each member parent group stating its willingness to work together as a coalition.

Describe any relationships your organization has developed with your single state drug and alcohol agency (SSA), your state's national prevention networker (NPN), your governor's office, other state agencies with a drug demand reduction or supply reduction mission, and/or

National Families in Action's Application to Become a Parent Corps Partner

foundations or corporations based in your state. Include a Letter of Agreement stating that your organization is willing to lead NFIA to potential funding sources in your state to raise additional funds to expand the Parent Corps there.

If you are already running a Parent Corp pilot program in your state, submit a brief letter describing the size and length of the pilot program, the amount of funds raised to date to support it, and an estimate of future funds anticipated to continue the pilot program. If you have obtained funds or funding commitments to contract with NFIA to expand the Parent Corps in your state beyond the scope of this grant, submit a letter from each funding source stating the amount and source(s) of funds that are available or committed.

Describe your organization's willingness to fulfill the roles and responsibilities of a NFIA State Partner that are outlined on page 10 of this request for applications.

Describe the schools you have selected as potential sites for the Parent Corps in your state. Include demographic information about each school's neighborhood as spelled out in "Information Applications Must Contain." Include assurances that your organization will recruit candidates from the selected schools to work full time for NFIA as Parent Leaders in the Parent Corps. You must submit a letter from each principal agreeing to participate in the Parent Corps program as outlined in "Information Applications Must Obtain."

3. Attachments to Narrative Proposal

1. Signed cover sheet (Appendix E).
2. Your organization's IRS letter (or application) denoting your 501(c)3 status
3. Letters of agreement from parent drug-prevention organizations that have formed a coalition in your state to become a NFIA partner to implement the Parent Corps there (applies only to coalitions of parent drug-prevention groups).
4. Letter of Agreement stating that your organization is willing to lead NFIA to potential funding sources in your state that may fund NFIA to expand the Parent Corps there beyond the scope of this grant.
5. Letter of Agreement stating that your organization is willing to work with NFIA to fulfill the roles and responsibilities of NFIA's state Parent Corps partners.
6. Worksheets (Appendix C) detailing information about school characteristics of at least 3 matched pairs of schools that are candidates for random selection to implement the Parent Corps in your state.
7. Principals' Letters of Support agreeing to participate in the Parent Corps evaluation from each proposed school.
8. Any letters of funding commitments for NFIA to expand the Parent Corps in your state
9. Any other letters of support you would like to include.
10. Signed Assurance of Participation in the Evaluation form (Appendix D).

National Families in Action's Application to Become a Parent Corps Partner

Critical Dates

January 7, 2004 – Letter of Intent to Apply due to NFIA by close of business

E-mail to nfia@nationalfamilies.org

Fax hard copy to 404-248-1312.

January 8, 2004 – Letters of Intent posted on NFIA website by close of business

Check www.nationalfamilies.org to ensure NFIA has received your Letter of Intent.

Check to find others from your state who intend to apply.

February 19, 2004 – Applications due to NFIA by close of business

Submit 1 original and 4 copies of your application and attachments to:

National Families in Action
Suite 150
2957 Clairmont Road NE
Atlanta, GA 30329
Phone 404-248-9676

Include a stamped, self-addressed envelope if you wish to receive confirmation that NFIA has received your application.

March 1, 2004 – Announcement of First 10 NFIA State Partners

Depending on the number of applications received, NFIA will notify winning candidates by phone, e-mail, letter and posting on its website (www.nationalfamilies.org) on March 1, 2004, or as soon thereafter as possible.

National Families in Action's Application to Become a Parent Corps Partner

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8. Resnick, Michael et al, "Protecting Adolescents from Harm: Findings from the National Longitudinal Study on Adolescent Health," *Journal of the American Medical Association*, September 10, 1997, Vol 278, No 10, pp 823-832.
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