



PCDFC SUSTAINABILITY PLAN

Sustainability Plan for the Pontotoc County Drug Free Coalition Ada, OK March 30, 2015	
Program Summary:	The mission of the PCDFC is “United to reduce substance abuse by using proactive strategies to empower our community”. The coalition meets the first Tuesday of each month from 11:30-1:00 at the Pontotoc County Health Department. Community partners include but are not limited to local banks, Chickasaw Nation, Pontotoc County Health Department, United Way, Pontotoc County Drug Court, SAMHSA, HHS, Juvenile Services, other addiction and behavioral health agencies and community members.
Program Vision:	A safe and healthy community free of substance abuse. PCDFC aims to meet this vision by engaging in individual and environmental strategies to reduce key issues in our county, including but not limited to, prescription drug abuse with adults, tobacco use with all citizens, and alcohol, marijuana & prescription drug abuse with youth. Strategies include providing information, enhancing skills, providing support, reducing access/enhancing barriers, changing consequences, changing physical design, and modifying/changing policies. These strategies will benefit everyone in the community by promoting health, wellness and safety.
Program Collaborators and their Roles for Sustainability:	The role of the Sustainability Committee Chair is to coordinate the work of the Sustainability Committee whose mission is: To recommend to the Executive Committee strategies to obtain long-term or permanent funding to sustain the effective programs developed by the Coalition and to administer approved strategies.
Current Funding Sources:	The PCDFC is currently supported by volunteer community membership/contributions and four community grants. These grants are the Drug Free Communities Grant Strategic Prevention Framework State Incentive Grant, the Strategic Prevention Framework Tribal Incentive Grant, and the Tobacco Settlement Endowment Trust/STOP Coalition.
Potential Funding Sources and Steps Toward Securing Them:	The PCDFC plans to apply for continuation funds from the above grant sources as available. In addition, the STOP grant may be a future funding source. The PCDFC may also pursue 501(c)3 funding to establish itself as a non-profit. Furthermore, the coalition will continue to pursue community contributions to support projects



	<p>and strategies such as earned media, use of facilities, volunteer/employee time, refreshment or meals for meetings and youth, etc. The Sustainability Committee is responsible for exploring these options and collaborating with coalition members to pursue funding options.</p>
<p>Quality Program Offerings & Evaluation Data:</p>	<p>The PCDFC uses the logic model to obtain a clear picture of needs, contributing or intermediate variables, strategies and outcomes. The coalition conducts annual community needs assessments to determine the current needs and assets of Pontotoc County. Once priorities are determined contributing variables are determined and a community readiness assessment is conducted. Individual and environmental evidence-based strategies (from the seven community strategies for change) are selected and an implementation plan is put in place i.e. the strategic plan. While both individual and environmental strategies are used, PCDFC focuses grant funds such as DFC & SPFSIG on environmental strategies. Outcomes are analyzed during the following annual community needs assessment by collecting survey data, including consumption and consequence information; community crime, court, and enforcement data; health data; overdose death information; treatment admissions and related information; media promotion information; outlet densities; any applicable retail data; and other information as available. Capacity and sector representation is also assessed on an ongoing basis. Strategies are adjusted as needed based on ongoing and yearly assessment.</p>
<p>Management Systems in Place:</p>	<p>As aforementioned the PCDFC has the following fiscal resources in place: four current grants and local business and agency contributions for use of facilities, media, volunteer time, refreshments and website hosting. The PCDFC funds are managed by its Executive Committee. The Executive Committee prepares an annual budget of any funds at the August meeting. This budget is proposed to the general membership for approval in September. The proposed annual budget is distributed to the membership at least 10 days prior to the September meeting. After it is approved with any voted-upon amendments, the Executive Committee reviews coalition expenditures quarterly and monitors plans for future expenses through the fiscal year. Conferences and overnight trainings must be pre-approved by the Executive Committee and follow GSA guidelines. DFC funds and other coalition revenue are held separately. DFC funds are held by the sponsoring agency, BWI, and are subject to the policy and procedures and requirements of East Central University. All grants and contracts are administered through East Central University's Office of Sponsored</p>



	<p>Programs and Research. The office is divided into two sections. One section, Pre-Awards, writes and submits grants to the agency. The second section, Post-Awards, ensures the award project's goal and objectives are achieved and the budget is spent as stipulated in the grant. The PCDFC Executive Committee must approve all budget revisions. All other PCDFC revenues are held in a checking account with Vision Bank. These funds are subject to the process outlined above.</p> <p>Concerning human resources, the PCDFC has over 80 current members. Average attendance at monthly PCDFC meetings is 25-30 members. The PCDFC uses the DFC Sector Member Table as a starting point when recruiting members and volunteers. Beyond the 12 required sector members, the PCDFC evaluates its resources on an ongoing basis (every 3-6 months) (see Sustainability Assessment document) and strives to make sure the coalition is reflective of the entire community, including different races, levels of education, and income. Current members represent most school districts in Pontotoc County as well as numerous churches, agencies, and community groups. All members are matched with their areas of expertise and also their abilities to recruit support and collaboration from the sectors they represent. When the coalition identifies a gap or a need that is not covered by current representation, members brainstorm possible people to fill the gap or meet the need and then identify an existing member to invite those people to a meeting.</p> <p>Information systems include data collection (as indicated in Quality Program Offerings) as well as data dissemination. In cases where data is used to communicate local issues to the public, PCDFC has found it beneficial to combine statistical data with qualitative information from local law enforcement, treatment centers, educational institutions, emergency services, etc. to validate the numbers and make them relatable. The PCDFC also regularly uses public forums, its website, Ada Regional United Way's Constant Contact services, PCDFC Constant Contact services, and social media to communicate information, to challenge community members to be active in coalition activities, to advertise events, send invitations to meetings, and communicate needs. In addition, South Central Oklahoma Radio Enterprises, <i>The Ada News</i>, and CableOne have contributed media time/space to strengthen information dissemination.</p>
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