



REQUEST FOR PROPOSAL

1. NAME OF ORGANIZATION: _____
2. NAME OF PERSON(S) APPLYING: _____
3. ADDRESS OF ORGANIZATION: _____
4. CONTACT TELEPHONE #: _____
5. CONTACT E-MAIL: _____
6. CONTACT FAX #: _____



BUDGET SUMMARY	STOP DWI	ORGANIZATION MATCH
PERSONNEL SERVICES: JOB TITLE (S)		
	\$	\$
TOTAL PERSONNEL SERVICES:	\$	\$
OTHER THAN PERSONNEL SERVICES:		
TRAVEL	\$	\$
EQUIPMENT	\$	\$
SUPPLIES	\$	\$
CONTRACTS	\$	\$
OTHER EXPENSES	\$	\$
TOTAL OTHER THAN PERSONNEL SERVICES:		
GRAND TOTAL:	\$	\$



BUDGET JUSTIFICATION

PERSONNEL SERVICES

TITLE	NAME	HOURLY WAGE	HOURS DEDICATED TO PROJECT	TOTAL PERSONNEL
TOTAL PERSONNEL:				

7. WHO WILL BE RESPONSIBLE FOR ADMINISTERING PROGRAM: _____

8. WHAT IS YOUR TARGET AUDIENCE: _____

9. HOW WILL YOU REACH YOUR TARGET AUDIENCE:

10. PROJECT DESCRIPTION:

*ALL APPLICATIONS MUST HAVE A NARRATIVE THAT ADDRESS THE FOLLOWING COMPONENTS:
PROBLEM IDENTIFICATION, PROPOSED SOLUTION, OPERATION PLAN (INCLUDING GOALS &
OBJECTIVES), AND AN EVALUATION PLAN – (PLEASE SEE ATTACHED INSTRUCTIONS)*

11. HOW DO THE GOALS OF YOUR PROJECT MATCH THE GOALS OF ESSEX COUNTY STOP DWI:

PRINTED NAME & TITLE

SIGNATURE

DATE



CONDITION:

- IF APPROVED, THE APPLICANT AGENCY WILL ENTER INTO A CONTRACT WITH ESSEX COUNTY TO PROVIDE THE SERVICES IDENTIFIED IN THE APPLICATION.
- ALL EXPENSES INCURRED DURING THE CONTRACT PERIOD MUST BE MADE AVAILABLE TO ESSEX COUNTY STOP DWI FOR THE CLAIMING PROCESS.
- ANY MONEY WHICH IS UP FRONTED AND NOT SPENT MUST BE RETURNED TO ESSEX COUNTY STOP DWI.
- ANY AMENDMENTS TO THE BUDGET MUST BE APPROVED BY ESSEX COUNTY STOP DWI.
- ALL CLAIMS MUST BE SUBMITTED DURING THE CONTRACT PERIOD. FAILURE TO REPORT EXPENSES WILL RESULT IN NON-PAYMENT.
- AN EVALUATION PIECE MUST BE FILLED OUT AT THE CONCLUSION OF YOUR PROJECT.
- ALL APPROVED PROJECT MATERIALS OR PRESS RELEASES MUST STATE “FUNDED IN PART BY ESSEX COUNTY STOP DWI”

PLEASE RETURN ALL APPLICATIONS TO:

ESSEX COUNTY STOP DWI
PO BOX 217
7533 COURT ST.
ELIZABETHTOWN, NY 12932

QUICK REFERENCE GUIDE TO WRITING A STOP DWI PROPOSAL

USE THIS GUIDE WHEN WRITING YOUR GRANT TO DEVELOP A BETTER APPLICATION. APPLICATIONS WILL BE REVIEWED BASED ON COMPLETENESS, POTENTIAL IMPACT, BUDGET REQUEST AND THE PAST PERFORMANCE OF THE APPLICANT. ALL PROPOSALS MUST ADDRESS A PROBLEM BASED ON RESEARCH AND CONTRIBUTE TO THE GOALS OF THE ESSEX COUNTY STOP DWI PROGRAM.

PROBLEM IDENTIFICATION

- WHO →** WHO IS AFFECTED?
- WHAT →** WHAT IS THE PROBLEM?
- WHERE →** WHERE DOES YOUR PROBLEM OCCUR? WHEN APPROPRIATE, PROVIDE SPECIFIC LOCATIONS.
- WHY →** WHY DOES THIS PROBLEM EXIST? WHAT ARE THE CONTRIBUTING FACTORS?
- WHEN →** WHEN DOES THE PROBLEM OCCUR?
- DATA →** PROVIDE DATA THAT IDENTIFIES YOUR PROBLEM AND SUPPORTS YOUR PROPOSED SOLUTION.

PROPOSED SOLUTION

WHAT DO YOU INTEND TO ACCOMPLISH?

INCLUDE SPECIFIC AND MEASURABLE ACTION STATEMENTS (EXAMPLES: TO REDUCE THE NUMBER OF ALCOHOL USAGE IN TEENAGERS FROM 70% THIS YEAR TO 60% IN 3 YEARS).

GOAL, OBJECTIVES AND PERFORMANCE MEASURES

WHAT DO YOU HOPE TO ACHIEVE? HOW DO YOU PLAN TO ACHIEVE IT? HOW WILL YOU MEASURE YOUR PROGRESS? (EXAMPLE: REDUCE THE NUMBER OF PERSONS KILLED IN ALCOHOL RELATED CRASHES FROM 7 TO 5 IN ONE YEAR).

OPERATIONAL PLAN (WORK PLAN)

THIS PLAN DESCRIBES WHAT YOU WILL DO DURING THE PROJECT PERIOD. IT SHOULD INCLUDE SUMMARY OF TASKS, THEIR TIMEFRAMES AND WHO WILL BE INVOLVED IN COMPLETING THEM. FOR EXAMPLE, YOU SHOULD DESCRIBE THE ACTIVITIES YOU WILL SPONSOR, WHO WILL PARTICIPATE IN THEM AND WHEN WILL THEY BE HELD. YOU SHOULD INCLUDE MILESTONES, A CHRONOLOGICAL LIST OF SPECIFIC MAJOR ACTIVITIES OR EVENTS THAT WILL TAKE PLACE DURING THE PROJECT PERIOD.

EVALUATION (IMPACT MEASUREMENT)

HOW WILL YOU MEASURE WHAT YOU SET OUT TO DO? DESCRIBE HOW YOU WILL DETERMINE WHETHER YOUR PROJECT HAS HAD THE INTENDED OUTCOME. (EXAMPLES: NUMBER OF PRESENTATIONS, NUMBER PARTICIPATED, NUMBER OF PERSONS INJURED, NUMBER OF TICKETS ISSUED, SURVEY RESULTS).



WHAT IS STOP-DWI:

IN THE EARLY 1980's, PRESIDENT RONALD REAGAN FORMED A TASK FORCE TO REDUCE THE NUMBER OF AMERICANS KILLED EACH YEAR IN DRUNK DRIVING CRASHES. THE TASK FORCE FACED A DIFFICULT TASK AS THE DEATH RATE WAS INCREASING AND REACHED AN ALL TIME HIGH OF 26,173 DEATHS IN 1982.

THE UNITED STATES CONGRESS RESPONDED TO THIS YEARLY SLAUGHTER ON OUR NATIONAL HIGHWAYS BY PASSING LEGISLATION REQUIRING STATES TO ESTABLISH AN EFFECTIVE PROGRAM TO REDUCE DRUNK DRIVING ON THE LOCAL LEVEL. WITH RENEWED ENTHUSIASM AND CONGRESSIONAL MANDATES IN HAND, LAWMAKERS AND ELECTED OFFICIALS BEGAN WORKING TO STRENGTHEN INEFFECTIVE DRUNK DRIVING LAWS AND INCREASE THE DRINKING AGE FROM 18 TO 21 YEARS OLD.

ACCORDINGLY, THE NEW YORK STATE LEGISLATURE CREATED THE "SPECIAL TRAFFIC OPTIONS PROGRAM FOR DRIVING WHILE INTOXICATED"--- BETTER KNOWN AS, *STOP-DWI*. THE *STOP-DWI* PROGRAM PROVIDES THAT THE FINE MONIES COLLECTED FOR D.W.I. RELATED OFFENSES REMAIN IN THE COUNTY WHERE THE ARREST AND CONVICTION OCCURRED. THE FUNDS ARE THEN DISBURSED TO LOCAL LAW ENFORCEMENT AGENCIES THROUGH A COUNTY COORDINATOR AND USED TO ENHANCE ENFORCEMENT ACTIVITIES, IMPROVE POLICE TRAINING AND RAISE PUBLIC AWARENESS.

SINCE ITS INCEPTION, THE *STOP-DWI* OFFICE HAS WORKED COLLABORATIVELY WITH LOCAL LAW ENFORCEMENT AND LIKE-MINDED ORGANIZATIONS THAT SHARE COMMON GOALS. *STOP-DWI* PROVIDES EQUIPMENT, FUNDING, AND TRAINING FOR LAW ENFORCEMENT AS WELL AS EDUCATIONAL PRESENTATIONS AND SUPPORT FOR COMMUNITY-BASED COALITIONS, SUBSTANCE ABUSE/TREATMENT ORGANIZATIONS AND PARENT/STUDENT ADVOCACY GROUPS.

OVER THE LAST THREE DECADES, WE HAVE LEARNED THAT DRUNK DRIVING, UNDERAGE DRINKING AND SUBSTANCE ABUSE IS A PERVASIVE PROBLEM IN OUR SOCIETY THAT CAN BEST BE DEALT WITH THROUGH A COMBINATION OF PUBLIC AWARENESS, INVOLVEMENT, ENFORCEMENT, EDUCATION AND IMPROVED TRAINING. *STOP-DWI* ENDEAVORS TO COORDINATE THE EFFORTS OF ALL STAKEHOLDERS TO REDUCE DRUNK DRIVING, UNDERAGE DRINKING AND SUBSTANCE ABUSE AND MAKE DRIVING WHILE INTOXICATED EVERYONE'S PROBLEM AND NOT JUST A PROBLEM FOR LAW ENFORCEMENT TO SOLVE.

GOALS:

UNDERAGE DRINKING

- INCREASE ENFORCEMENT IN ALL AGE AREAS
- PROMOTE TIP LINE
- INCREASE PRIMARY PREVENTION TYPE PROGRAMS THAT ARE RESEARCH BASED, PROVEN TO STRENGTHEN TIES BETWEEN YOUTH, PARENTS, AND COMMUNITY AND ENHANCE POSITIVE DECISION MAKING BY YOUTH. PROGRAMS WHICH WORK ARE GENERALLY THOSE THAT FOCUS ON THE WHOLE CHILD'S DECISION MAKING PROCESS. (EX. PROGRAMS THAT WORK FOR PREGNANCY, ETC... ALSO WORK FOR ALCOHOL.)
- SUPPORT PROGRAMS WHICH EMPHASIZE THE "HARM REDUCTION MODEL."
- COMBINE UNDERAGE DRINKING MESSAGES AT YOUTH EVENTS.(SOCCER, BASKETBALL, ETC...)
- INCREASE DWI VISIBILITY IN THE COMMUNITY THROUGH ADS, AND PRESS RELEASES.
- CONTINUE TO FUND NON-ALCOHOLIC AFTER PROM PARTIES.
- RAISE COMMUNITY AWARENESS OF DWI PENALTIES.
- ENCOURAGE SCHOOLS TO HOST STOP DWI EVENTS AT THEIR SPORTING EVENTS.
- HOST LEADERSHIP EVENTS. MAKE A CONSCIOUS EFFORT TO GET YOUTH THAT ARE AT THE HIGHEST RISK.
- FOCUS ON CHANGING ALCOHOL BEHAVIOR PATTERNS IN THE YOUTH POPULATION.
- INCREASE STOP-DWI VISIBILITY THROUGH MEDIA CAMPAIGN.
- TRAIN RETAILERS ON RECOGNIZING FAKE IDENTIFICATION CARDS. (TIPS TRAINING)
- FUND UNDERAGE DRINKING STINGS.

ADULT DRINKING

- INCREASE ENFORCEMENT THROUGH CHECK POINTS AND SATURATION PATROLS.
- EDUCATE ADULTS ON THE PENALTIES ASSOCIATED WITH A DWI CONVICTION.
- EDUCATE ADULTS ON HOW THEIR BEHAVIORS EFFECT THEIR CHILDREN'S ATTITUDES TOWARD ALCOHOL. (TOWN HALL STYLE MEETINGS, PRESS RELEASES, ETC.)
- FUND REHABILITATION PROGRAMS.
- COLLECT FINES FROM THOSE WHO ARE DELINQUENT.
- FOCUS ON CHANGING ALCOHOL BEHAVIORS IN ADULTS.
- INCREASE STOP-DWI VISIBILITY THROUGH MEDIA CAMPAIGN.