WV Collegiate Recovery Statewide Expansion (CRPSE)

Announcement of Funding Application

2025

I.   Funding Opportunity Description

Purpose

The West Virginia Department of Human Services Bureau for Behavioral Health (BBH) and the Office of Drug Control Policy (ODCP) support evidence-based programs that promote emotional well-being, community-based prevention approaches, person-centered treatment interventions, and self-directed and/or recovery-driven support services.

A Collegiate Recovery Program (CRP) is designed to meet the needs of the growing population of recovering young adults as they pursue their education. This program targets students aged 18 and older who are in recovery, self-identify as having a substance use disorder, have been assessed as having a substance misuse problem, and/or are motivated to engage in campus recovery supportive programs. The funding provided will help strengthen collegiate recovery efforts and deliver essential services to students in recovery and those motivated to participate in campus recovery supports.

The funds allocated to Marshall University Research Corporation (MURC) Center of Excellence for Recovery (COER), WV Collegiate Recovery Network (WVCRN) for the Collegiate Recovery Program Statewide Expansion (CRPSE) will be distributed to other colleges across the state at MURC/COER/WVCRN's discretion, ensuring the support and resources reach a broader population of students in or seeking recovery/recovery supports.

Funds requested should be commensurate with the scope of the program to be implemented.

Target Population
•   Part-time or full-time college students aged 18 and older. Faculty & Staff who are in recovery are also encouraged/invited to attend and support efforts but are not the "target population" for the funds to serve.

Goals/Measurable Objectives:
1.   Increase and promote a minimum of 1-2 weekly recovery support groups on campus.
2.   Maintain a CRP Advisory Committee with at least one student representative, one faculty member or staff member, one alumni, one parent/guardian, three community partners, one community member, and other stakeholders. In the event the suggested members are not able to be identified adjustments may be approved by WVCRN director.
3.   Evaluate training and recovery/prevention activities and outcomes through pre- and post-training & activity assessments, and six months post-event, in consultation with MURC/COE for Recovery, WVCRN, BBH, ODCP, the CRPSE Advisory Committee, and other stakeholders.
4.   Conduct monthly Advisory Committee meetings to guide decision-making, develop funding sources, raise awareness, guide social media marketing, and explore in-kind resources.
5.   Collect and manage data to inform grant evaluation.
6.   Complete monthly reports for distribution to the Advisory Committee and other stakeholders.
7.   Develop and implement a social media plan within 60 days of the award to raise awareness, engage the public, and promote participation.
8.   Consult with community leaders, stakeholders, ODCP, and BBH on campus-level assessment, planning, and implementation of recovery needs and program expansion.
9.   Make recommendations for grant implementation adjustments based on campus surveys and Advisory Committee recommendations, and track completion of recommended changes.

10.   Schedule a wide range of activities addressing the physical, mental, social, and spiritual aspects of sustaining long-term recovery.
11.   Secure and maintain a designated space on campus for CRP participants.
12.   Develop a marketing plan to promote CRP activities and available services.
13.   Join ARHE at the appropriate level (Include this in the budget & budget narrative)
14.   Adopt the ARHE's Ethical Considerations for Collegiate Recovery Professionals
15.   Work toward achieving ARHE Accreditation & document the process of the ARHE Standardized Review for Collegiate Recovery Advancement (SRCRA)©.

Service Activities
The grantee will:
1.   Increase resources to sustain recovery on campus.
2.   Increase outreach/participation in campus activities to engage students seeking or maintaining recovery.
3.   Successfully engage individuals in recovery support events, meetings, campaigns, and mentoring throughout the week (e.g., yoga, wellness/nutrition, AA/NA meetings, SMART recovery, meditations).
4.   Increase buy-in from all levels of administration for a campus recovery program.
5.   Work with campus administration to maintain a designated space for the CRP.
6.   Increase on-campus recovery and outreach events by hosting a minimum of one to two extracurricular events/activities each semester.
7.   Maintain an active social media presence with updated information.
8.   Ensure staff are trained in cultural competency, motivational interviewing, suicide prevention, trauma-informed care, and Screening, Brief Intervention, and Referral to Treatment (SBIRT).
9.   Assist with the development of CRP activities and services.
10.   Enhance the current CRP to increase the number of students in recovery receiving supportive recovery services.
11.   Document staff participation in trainings and meetings as determined by BBH.
12.   Provide ongoing referral to campus and community-based services and supports as needed throughout the grant.
13.   Obtain consumer feedback to inform and improve service accessibility and delivery (e.g., focus groups, surveys, key-informant interviews).
14.   Share consumer feedback results annually with stakeholders, partners, and BBH.
15.   Provide after-hours and non-traditional hours of availability to meet the needs of those served.

Expected Outcomes/Performance Measures
The grantee will:
1.   Maintain and provide documentation of all activities related to service areas:
•   Number of unduplicated persons served by type of activity.
•   Number of unduplicated persons served by age, gender, race, and ethnicity.
2.   Maintain and provide documentation related to:
•   Number of cross-planning initiatives and service activities implemented with other sectors.
•   Number and type of professional development trainings/events attended.
•   Number, type, and aggregate results of consumer feedback activities conducted.
•   Monthly CRP Advisory Committee meeting agendas and notes.
3.   Collect data at various required points throughout the grant period for ongoing assessment and programmatic adjustments.

4.	Collect outcome information to measure CRP goal achievement:
•	Social media and marketing plans submitted within 60 days of award.
•	Create a survey to assess the number of students in recovery and their needs.
•	Establish a baseline number of students in recovery and track trends during fall, spring, and summer semesters.
•	Track the number of students in recovery attending outreach activities and measure success via satisfaction surveys.
•	Track the number of students in recovery attending community-building activities.
•	Monitor data collection and performance improvement measures, analyze data, and report findings in a final evaluation report.
•	Work with the advisory board to monitor and enhance the current program and increase the number of students receiving services.
•	Report results as tracked and analyzed throughout the project.
5.	Submit all data related to Expected Outcomes/Performance Measures within 25 calendar days of the end of each month to COER/WVCRN staff via format provided.

Grant Period
•	Grant Period: March 1, 2025 – June 30, 2026

 Deadline for submission
Applications will be accepted through May 2025. No applications will be accepted after the deadline.

II.   Award Information

Summary of Funding

Funding will be provided upon execution of an agreement for funds. Applicants can request up to $40,000. COER/WVCRN will notify awardees within one month of the closing of the applications. The award period will be detailed in the agreement for funds.

If funds are not commensurate with the grant objectives a lesser amount may be awarded.

As you design the budget keep in mind that the funds are intended to benefit students in recovery and to plan & implement collegiate recovery efforts. General wellness activities for a broad audience is not the intent of these funds.

Funds **may not** be used for scholarships however hiring of students in recovery is highly encouraged and funds may be used for student positions if students identify as in recovery from a substance use disorder.

**F&A/Indirect rates are limited to no more than 10%.

Proposals that demonstrate in-kind contributions and other funding streams are encouraged. Include the inkind information in the budget and budget narrative.

Travel should be kept to a minimum. Travel needs to be explained and justified in the budget. If travel is requested to attend conferences it is highly recommended that the traveler(s) submit proposals/be selected as presenters.

Hospitality - A very minimal amount of the budget should be allocated to food/beverages. Any event that involves food and beverage will need to have supporting documentation including but not limited to a sign in sheet and a pre/post survey. If the supporting documentation is not provided with the invoices the expense may not be reimbursed. It is highly recommended that events involving food/beverage have a sign up/registration to minimize waste. The food/beverage should be budgeted for the students in recovery, not a general student body or other population.

Matching funds/In-Kind contributions are not a requirement but are highly recommended. For example, if the institution is allocating space for a recovery lounge or staff office space the value of the space can be included as in-kind. If other funds are being leveraged to help with the activities of the proposal those can also be listed.

The fiscal year ends June 30, 2025; the funds are allocated through June 30, 2026. If funds are being requested for part of both fiscal years, a two year budget is needed.

AWARDS MUST BE EXPENDED BY NO LATER THAN June 30, 2026.

Requirements

Awardees will be required to adhere to the following:

Awardees must complete and execute an agreement for funds before the release of any funds.

Awardees must complete a final report. Final reports will require a narrative and budget update on program activities.

Payments are on a reimbursement basis and shall be invoiced on a monthly basis. Unallowable costs will not be reimbursed. Spending is expected to be consistent with the budget/narrative and commensurate with the activities throughout the cycle; large expenditures at the end of the grant period are not appropriate.

III.   Submission Information

Materials to be submitted:

Materials must consist of the following documents:

- Application

- Project Narrative- the narrative should identify the goals and objects listed above; the activities that will be delivered and related measurable outcomes for each.
- Project Budget & Budget Justification

IV.   Application Review Information

Review Process

Applications will be reviewed by compliance and program staff. If the project doesn't seem feasible or if there are recommendations, staff will be in touch with the applicant.

MURC/WVCRN reserves the right to request revisions to the submitted proposal if, upon review, it is determined the proposed work plan does not meet the goals and activities required through this funding opportunity.

V.   Additional Information

All questions related to this opportunity should be directed to Susie Mullens mullens20@marshall.edu

VI.   Resources for writing the grant application.
        The following google folder has been curated with a number of resources pertaining to

collegiate recovery.
[ODCP CR Expansion 25-26 Application & Toolkit](#)

EXHIBIT B

__Budget Detail__

Please enter the project budget amounts in the table below. A detailed description of the expense categories will be required on subsequent pages.

Expense Categories	Initial Budget	Change (+/-)	Final Budget
Salaries and Benefits			
Contractual			
Hospitality			
Supplies			
Rent			
Travel			
Stipends			
Miscellaneous			
ARHE Membership			
Total Budget			

Awardee must request prior approval and a change order when:
1) transferring more than 10 percent of the total approved budget between either functional categories or expense categories;
2) a material change in the scope of the project has occurred; or
3) a purchase of equipment with a cost of $1,000 or more not included in the original budget.

Budget Justification

Provide a written description of each line item entered in the budget detail (table on previous page). The budget justification must clearly describe each cost element and explain how each cost contributes to meeting the proposal's goals and objectives. If any category is not included in this project, please mark as N/A.

Salaries and Benefits: **$X,XXX**

*Salaries and benefits should be established within the personnel system of the applicant institution and follow personnel rules. Break out by individual positions and include each individual's salary and benefit amount and the percentage of the person's time paid under the award within the project period. Include a brief description of the person's duties under the award. Awarded funds can be used to "buy" a percentage of time for specific award-related activities which should be delineated in the justification. Stipend support during non-contract time (for instance, summer) can be supported. **All funds must be expended prior to the deadline.***

Contractual: **$X,XXX**

List all contractors to which payments are made from this funding source, describe the purpose of the contract, the anticipated number of hours to be contributed, and the amount paid to each.

Hospitality: **$X,XXX**

Breakdown costs such as food, nonalcoholic beverages, facility rental, entertainment and other expenses relating to hosting events intended to benefit the program (such as hiring events). In addition to costs, provide the purpose of the hospitality and the number of individuals receiving hospitality. In general, hospitality charges are discouraged.

Supplies: **$X,XXX**

Include materials needed to execute the project.

Travel: **$X,XXX**

Travel costs should be paid according to reimbursement guidelines used by the institution.

  Miscellaneous: **$X,XXX**

Include any costs that do not meet the descriptions of other expense categories.