



AGREEMENT No. 2026-454

AGREEMENT

THIS AGREEMENT is made and entered into by and between Utah County, a political and corporate body of the State of Utah, located at 100 East Center Street, Provo, Utah 84606, and the following CONTRACTOR:

Name: South County Cares CTC

Contact Person: Shelby Bohling

Address: 439 W Utah Ave.

Phone #: (801) 921-9779

City: Payson State: Utah Zipcode: 84651

Email: shelbyb@paysonutah.gov

Legal Status of Contractor:

☐ Sole Proprietor

☐ Non-Profit Corporation ☐ Limited Liability Company (LLC)

☐ Partnership

☐ For-Profit Corporation

☒ Government Department: Payson City

1. PURPOSE OF CONTRACT

This agreement is to obtain the following products, services, or products and services (be specific):

The contractor will reduce youth substance use abuse by providing Guiding Good Choices and a Prevention Health Fair and Pool Party to youth in need, building protective factors through school support and activities, as further described in Attachment C. Utilizing pass through funds from Agreement No 2026-412

2. CONTRACT COSTS

Contractor will be:

☒ paid a maximum of \$ 17,966 for costs authorized by this agreement;

☒ compensated in accordance with ATTACHMENT B: CONTRACTOR's Proposal.

3. CONTRACT PERIOD

The term of this agreement shall commence on ☐ _____, or ☒ the date of execution of this agreement.

This agreement shall terminate on June 30, 2027 unless terminated early or performance has been completed.

4. ATTACHMENTS

The following indicated attachments are fully incorporated into this agreement:

☒ A: Utah County Standard Terms and Conditions

☒ F: Procedures for Reimbursement _____

☒ B: CONTRACTOR's Proposal

☐ G: _____

☒ C: Special Provisions

☐ H: _____

☐ D: Utah County Procurement Compliance

☐ E: General Liability and Workers Compensation Certificate

Except as explicitly modified by ATTACHMENT C: Special Provisions, any ambiguities or conflicting terms will be resolved by granting deference to the terms of ATTACHMENT A: Utah County's Standard Terms and Conditions.

IN WITNESS WHEREOF, the parties have executed this agreement on 10th of June 2026.

ATTEST:

AARON R. DAVIDSON

Utah County Clerk

Signed by:

By: Jolynn Clegg

Deputy Clerk



BOARD OF COUNTY COMMISSIONERS,
UTAH COUNTY, UTAH

Signed by:

By: Skylar Beltran

SKYLAR BELTRAN, Chair

APPROVED AS TO FORM AND LEGALITY:

JEFFREY S. GRAY

Utah County Attorney

DocuSigned by:

By: Zachary Bunde

Deputy Utah County Attorney

CONTRACTOR

By: _____

Its: _____

ATTACHMENT A:
UTAH COUNTY STANDARD TERMS AND CONDITIONS FOR PRODUCTS AND SERVICES

1. DEFINITIONS. The following terms shall have the meanings set forth below:

(A) The “Agreement” consists of the following documents:

- (i) The Utah County Agreement cover page, which contains the signatures of Utah County and Contractor, or, an unsigned Purchase Order (PO);
- (ii) This Attachment A: Utah County Standard Terms and Conditions for Products and Services; and
- (iii) Any other express written attachments that are incorporated by reference on the Utah County Agreement cover page.

(B) “Contractor” means the individual or entity delivering the Products and Services identified in the Agreement. The term “Contractor” shall include the individual’s or entities’ agents, officers, employees, and partners.

(C) The “County” means Utah County, a political subdivision of the State of Utah, as directed and managed by a majority vote of the Board of County Commissioners of Utah County.

(D) “Products” means any products to be delivered to the County by Contractor as described in the Utah County Agreement cover page, including any products described in any attachments that are incorporated by reference on the Utah County Agreement cover page.

(E) “Services” means any services to be performed for the County by Contractor as described in the Utah County Agreement cover page, including any services described in any attachments that are incorporated by reference on the Utah County Agreement cover page.

(F) “Subcontractors” mean subcontractors or subconsultants that are under the direct or indirect control or responsibility of Contractor, and includes all independent contractors, agents, employees, or authorized resellers.

2. EXTRA WORK.

(A) Extra work shall be undertaken only when previously authorized in writing by the County and is defined as additional work which is neither shown nor defined in the Agreement or the attached Contractor’s proposal (if any) but determined by the County to be necessary to the project. Extra work is also defined as that additional effort necessary by reason of changed conditions which are radical and unforeseeable.

(B) Miscellaneous items normally associated with the major work items included in the Agreement, but which may not be specifically identified, shall be furnished by Contractor as if they had been included in the Agreement, without additional cost to the County. After written prior authorization of the Board of County Commissioners of Utah County, payment for authorized extra work will be made in the previously authorized amount only.

3. PAYMENT. Payments from the County are normally made within thirty (30) days following the date an order is delivered, service is performed, or the date a correct invoice is received, whichever is later. All payments for the Agreement will be remitted electronically, by mail, or as otherwise determined by the County. Contractor shall accept payment by check or by Purchasing Card without any additional fees.

4. OWNERSHIP IN INTELLECTUAL PROPERTY. The County and Contractor each recognize that each has no right, title, interest, proprietary or otherwise in the intellectual property owned or licensed by the other, unless otherwise agreed upon by the parties in writing. The County will have all rights, title, and

ownership of all websites and social media accounts, including any passwords, usernames, or other pertinent login information or hosting credentials; advertising materials, including any content or work product; images; newsletters; and intellectual property, including derivative works, created, or arising out of the performance of the Agreement, unless otherwise indicated in the Agreement. Contractor will give the County a list of all current passwords, usernames, and any other relevant information or credentials necessary for access and control of any property under the Agreement upon completion of the Agreement or upon the County's request.

INSURANCE.

5. (A) Contractor agrees to carry Commercial General Liability insurance coverage equal to or greater than three million dollars (\$3,000,000) per occurrence, or in a lesser amount if explicitly authorized and identified on the Utah County Agreement cover page. This coverage shall provide liability insurance to cover the activities of Contractor and its subcontractors, all equipment and vehicles, public or private, used in the performance of the Agreement, and to add the County as an additional insured for any Services in the contract. Prior to commencement of work, Contractor shall furnish a Certificate of Insurance to the County evidencing that Contractor has this insurance in place and that the County is an additional insured. An umbrella policy may be used to supplement the Commercial General Liability insurance coverage if needed to reach the coverage requirement.

(B) Prior to commencement of Services, Contractor shall furnish a Certificate of Insurance to the County evidencing that Contractor has Workers Compensation Insurance for the Contractor and Subcontractors.

6. **DATA PRIVACY.** If Contractor, as part of this agreement or transaction, will receive or work with County information, or if they will be gathering data on behalf of the County, Contractor will be required to comply with the following provisions as applicable.

(A) Cyber Insurance. Contractor agrees to purchase and maintain throughout the term of this Agreement a technology and professional liability insurance policy, including coverage for network security and data protection liability insurance (also called "cyber liability") covering liabilities for financial loss resulting or arising from acts, errors, or omissions, in rendering technology or professional services or in connection with the specific services described in violation or infringement of any right of privacy, including breach of security and breach of security or privacy laws, rules or regulations globally, now or hereinafter constituted or amended; data theft, damage, unauthorized disclosure, destruction, or corruption, including without limitation, unauthorized access, unauthorized use, identity theft, theft of personally identifiable information or confidential government, corporate, or public information in whatever form; transmission of a computer virus or other type of malicious code; participation in a denial of service attack on third party computer systems; loss or denial of service; with no cyber terrorism exclusion; with a minimum limit of three million dollars (\$3,000,000) for each and every claim and in the aggregate. Such coverage must include technology and professional liability including breach of contract, privacy and security liability, privacy regulatory defense and payment of civil fines, payment of credit card provider penalties, and breach response costs (including without limitation, notification costs, forensics, credit protection services, call center services, identity theft protection services, and crisis management and public relations services). Such insurance must explicitly address all of the foregoing without limitation if caused by an employee of the Contractor or an independent contractor working on behalf of the Contractor in performing services under this Agreement. Policy must provide coverage for wrongful acts, claims, and lawsuits anywhere in the world. Such insurance must include affirmative contractual liability coverage for any data breach indemnity in this Agreement, for all damages, defense costs, privacy regulatory civil fines and penalties, and reasonable and necessary data breach notification, forensics, credit protection services, public relations and crisis management, and other data breach mitigation services resulting from a confidentiality or security breach by or on behalf of the Contractor. Contractor shall furnish evidence of coverage at the time of any bid or proposal, and upon request at any time during the term of the Agreement.

(B) Protecting Personal Identifying Information. Utah Code Title 63A, Chapter 19 requires governmental agencies follow specific standards to protect personal data privacy. Consistent with Utah Code § 63A-19-401(4), Contractor acknowledges that Contractor and any Subcontractor, are also required to comply with the relevant requirements of this chapter regarding the personal data processed or accessed by Contractor or Subcontractor as part of Contractor's duties under the Agreement to the same extent as required of the governmental entity.

7. **GOVERNING LAW AND VENUE.** The Agreement shall be governed, construed, and enforced in accordance with the laws of the State of Utah and Utah County. Any action or proceeding arising from the Agreement shall be brought in a court of competent jurisdiction in the State of Utah. Venue shall be in Provo, in the Fourth Judicial District Court for Utah County.
8. **COMPLIANCE WITH LAWS AND REGULATIONS.** At all times during the Agreement, Contractor and all Products and Services performed under the Agreement shall comply with all applicable federal and state constitutions, laws, rules, codes, orders, and regulations, including applicable licensure and certification requirements. Any violation by Contractor of applicable law shall constitute an event of default under the Agreement and Contractor shall indemnify the County from and against any and all liability arising out of or connected with the violation, to include all attorney fees and costs incurred by the County as a result of the violation. Contractor is responsible, at its expense, to acquire, maintain, and renew all necessary permits and licenses required for its lawful performance of its duties and obligations under the Agreement during the term of the Agreement. To the extent that Contractor uses, stores, transfers, or manipulates any data in the performance of its obligations, Contractor will further comply with all applicable privacy and data laws and regulations, including but not limited to General Data Protection Regulation 2016/679 of the European Union ("GDPR") and similar provisions from any jurisdiction in the United States and any locations where data is or may be stored.
9. **EMPLOYMENT STATUS VERIFICATION.** Contractor shall register and participate in the Status Verification System and comply with Utah Code § 63G-12-302 of the Identity Documents and Verification Act. Contractor shall require an affidavit verifying compliance with Utah Code § 63-G-12-302 from each of its contractors and subcontractors.
10. **INDEPENDENT CONTRACTOR.** Contractor's legal status is that of an independent contractor, and in no manner shall Contractor be deemed an employee or agent of the County, and therefore is not entitled to any of the benefits associated with such employment. As an independent contractor, Contractor shall have no express or implied authority to bind the County to any agreements, settlements, liabilities, or understandings whatsoever, and agrees not to perform any acts as an agent for the County. Contractor shall remain responsible for all applicable federal, state, and local taxes, and all FICA contributions.
11. **INDEMNIFICATION.** To the fullest extent permitted by law, Contractor shall indemnify, defend, and hold harmless the County, its officers, employees, and agents, from and against any and all claims, demands, causes of action, orders, decrees, judgements, losses, risks of loss, damages, expenses, and liabilities arising out of or related to the Agreement. Contractor shall also pay any litigation expenses that the County incurs, including attorney's fees, arising out of or related to the Agreement. As between the parties to the Agreement, Contractor shall assume sole liability for any injuries or damages caused to a third party as a result of fulfillment of the Agreement. The County reserves the right to conduct, control, and direct its own defense for any claims, demands, causes of action, orders, decrees, judgements, losses, damages, expenses, and liabilities arising out of or related to the Agreement.
12. **INDEMNIFICATION RELATING TO INTELLECTUAL PROPERTY.** Contractor shall indemnify and hold the County harmless from and against any and all damages, expenses (including reasonable attorney's fees), claims, judgments, liabilities, and costs in any action or claim brought against the County for infringement of a third party's copyright, trademark, trade secret, or other proprietary right arising from this Agreement.

13. **GOVERNMENTAL IMMUNITY.** The County is a corporate and political subdivision of the State of Utah, subject to the Governmental Immunity Act of Utah (the “Act”). The County does not waive any procedural or substantive defense or benefit provided or to be provided by the Act or any comparable legislative enactment. The parties agree that the County shall only be liable within the parameters of the Act. Nothing contained in the Agreement shall be construed in any way to modify the limits set forth in that Act or the basis for liability as established in the Act.
14. **NON-FUNDING CLAUSE.** The County intends to request the appropriation of funds to be paid for the services provided by Contractor under the Agreement. The Agreement shall create no obligation on the County as to succeeding annual budget cycles and if funds are not available beyond December 31 of any effective annual budget cycle of the Agreement, or if the budget is amended and such funds are no longer available, the County’s obligation for performance of the Agreement shall be null and void. This termination shall not be construed as a breach of the Agreement or any event of default under the Agreement and the termination shall be without penalty, and no right of action for damages or other relief shall accrue to the benefit of Contractor, its successors, or its assigns, as to the Agreement. If funds are not appropriated for a succeeding annual budget cycle to fund performance by the County under the Agreement, or if the budget is amended to make such funds no longer available, the County shall attempt to notify Contractor of non-funding and the termination of the Agreement.
15. **SALES TAX EXEMPTION.**
- a. Service Contract: If Contractor is providing services (e.g., building a road, remodeling a building, cleaning up waste, consulting, interpreting, providing medical or financial services, etc.), the Contractor may not use the County’s tax exempt number to purchase goods necessary for the execution of this Agreement.
 - b. Goods Contract: If the Contractor is providing goods, the County’s sales and use tax exemption number is 11748944 002 STC. The tangible personal property or services being purchased are to be paid from the County’s funds and used in the exercise of that entity’s essential functions. As such, Contractor shall not charge the County any sales tax for the product(s) purchased under the Agreement.
16. **CONFIDENTIALITY.** Materials, information, data, reports, plans, analyses, budgets, and similar documentation provided to or prepared by Contractor in performance of the Agreement shall be owned by the County and shall be held confidential by Contractor. In addition, all information provided to Contractor by the County for the purposes of Contractor’s performance of the Products or Services, whether provided in writing or any other form, shall be held in confidence by Contractor and Contractor shall not release any of the information to any third party, any member of Contractor’s firm who is not involved in the performance of Products or Services, or to any representative of the news media without prior written consent of the County. The County shall have the sole obligation or privilege of releasing such information as required by law. Any employee or member of Contractor’s firm, subcontractor, or agent with whom Contractor shares any information as described in this section will be under the same obligations of confidentiality, and Contractor is required to secure and provide to County written commitments to that effect from each such recipient of information.
17. **TERMINATION.** Unless otherwise stated in Attachment C: Special Provisions, the Agreement may be terminated with cause by either party, in advance of the specified termination date, upon written notice being given by the other party. If the violation is reasonably subject to cure, the party in violation will be given 10 working days after notification to correct and cease the violation, after which the Agreement may be terminated for cause. Time allowed for cure will not diminish or eliminate Contractor’s liability for damages. The Agreement may be terminated without cause, in advance of the specified expiration date, by the County upon 30 days prior written notice being given to Contractor. On termination of the Agreement, all accounts and payments will be processed according to the financial arrangements in the Agreement for approved services rendered prior to the date of termination, subject to any offsetting claims by the County.

18. **FORCE MAJEURE.** The County will not be held liable for delay or default caused by fire, riot, acts of God, State or Utah County declared state of emergency, or war. The County may terminate the Agreement after determining such delay or default will reasonably prevent successful performance of the Agreement.
19. **SEVERABILITY OF AGREEMENT.** The invalidity of any portion of the Agreement shall not prevent the remainder from being carried into effect.
20. **LEGAL SUPPORT.** Contractor shall be responsible to provide all legal support for the project including but not limited to the preparation of contracts with subcontractors.
21. **NO PRESUMPTION.** Should any provision of the Agreement require judicial interpretation, the Court interpreting or construing the same shall not apply a presumption that the terms in the Agreement shall be more strictly construed against the party, by reason of the rule of construction that a document is to be construed more strictly against the person who himself or through his agents prepared the same, it being acknowledged that all parties have participated in the preparation hereof.
22. **WARRANTY.** To the maximum extent permitted under Utah State law, Contractor warrants to the County that all services and materials furnished under the Agreement will be of the highest quality, consistent with the degree of skill and care ordinarily exercised by similarly situated members of Contractor's profession, and in conformance with the terms hereof.

Contractor warrants and assumes responsibility for all products (including hardware, firmware, and software products) that it licenses, contracts, or sells to the County under the Agreement for a period of one year, unless otherwise specified and mutually agreed upon elsewhere in the Agreement or Contractor's proposal, attached hereto (if any). Contractor (seller) acknowledges that all warranties granted to the buyer by the Uniform Commercial Code of the State of Utah apply to the Agreement. Product liability disclaimers and warranty disclaimers from the seller are not applicable to the Agreement unless otherwise specified and mutually agreed upon elsewhere in the Agreement. In general, Contractor warrants that: (1) the product will do what the salesperson said it would do, (2) the product will live up to all specific claims that the manufacturer makes in their advertisements, (3) the product will be suitable for the ordinary purposes for which such product is used, (4) the product will be suitable for any special purposes that the County has relied upon Contractor's skill or judgment to consider when it advised the County about the product, (5) the product has been properly designed and manufactured, and (6) the product is free of defects or unusual problems about which the County has not been warned in writing prior to entering into the Agreement. Remedies available to the County include, without limitation, the following: Contractor will repair or replace (at no charge to the County) the product whose nonconformance is discovered and made known to Contractor in writing. If the repaired or replaced product proves to be inadequate, or fails of its essential purpose, Contractor will refund the full amount of any payments that have been made. Nothing in this warranty will be construed to limit any rights or remedies the County may otherwise have under the Agreement.

23. **TIME IS OF THE ESSENCE.** The County and Contractor recognize that time is of the essence here and the County will suffer financial loss if any Products or Services are not delivered and performed within the time specified in the Agreement, plus any extensions approved in writing by the County. Contractor shall be liable for all reasonable damages to the County and to anyone whom the County may be liable to as a result of Contractor's failure to timely deliver and perform the Products and Services.

24. **DELIVERY.** Unless otherwise specified in this contract, all deliveries will be F.O.B. destination with all transportation and handling charges paid by Contractor. Responsibility and liability for loss or damage will remain with Contractor until final inspection and acceptance when responsibility will pass to the County except as to latent defects, fraud, and Contractor's warranty obligations, if applicable.

25. **CONDITION AND TITLE.** The products delivered by Contractor to the County shall be new and free of all faults and defects. Upon payment of the purchase price by the County to Contractor, Contractor shall

provide the County with clear title, free and clear of all liens and encumbrances, if applicable.

26. **INTERPRETATION OF AGREEMENT.** Whenever the context of any provision shall require it, the singular number shall be held to include the plural number, and vice versa, and the use of any gender shall include all genders. The paragraph and section headings in this Agreement are for convenience only and do not constitute a part of the provisions hereof.
27. **NOTICES.** All notices, demands and other communications required or permitted to be given hereunder shall be in writing and shall be deemed to have been properly given if delivered by hand or by certified mail, return receipt requested, postage paid, to the parties at their respective places of business, or at such other addresses as may be designated by notice given hereunder, including by email to the contact person for Contractor at the email address identified on the Utah County Agreement cover page.
28. **COUNTERPARTS AND FACSIMILE SIGNATURES.** The Agreement may be executed in counterparts, each of which when executed and delivered shall be deemed to be an original, binding between the executing parties, and all of which together constitute one and the same instrument. Original, facsimile, emailed, texted, electronic, or power of attorney signatures shall be binding upon the executing party.
29. **AMENDMENTS.** No oral modifications or amendments to the Agreement shall be effective. The Agreement may be modified or amended by a written agreement signed by the parties.
30. **ASSIGNMENT.** The parties to the Agreement shall not assign the Agreement without the prior written consent of the other party to the Agreement. No assignment shall relieve the original parties from any liability arising out of or related to the Agreement.
31. **SUCCESSORS IN INTEREST.** The Agreement shall be binding upon the heirs, successors, administrators, and assigns of each of the parties.
32. **WAIVER.** A waiver of any right, power, or privilege shall not be construed as a waiver of any subsequent right, power, or privilege. Any waiver must be in writing and signed by the party making the waiver.
33. **SURVIVAL.** The provisions of this Agreement which by their terms call for performance subsequent to termination of the Agreement shall so survive such expiration or termination, such as but not limited to: **Section 4. Ownership of Intellectual Property, Section 11. Indemnification, Section 12. Indemnification Relating to Intellectual Property, and Section 16. Confidentiality.**
34. **ENTIRE AGREEMENT.** The Agreement shall constitute the entire agreement between the parties and any prior understanding or representation of any kind preceding the date of the Agreement shall not be binding upon either party except to the extent incorporated in the Agreement.

Revised January 28, 2026

Q61. This application requests personal data to determine eligibility and evaluate proposals. The information provided will be used for program administration, service delivery, and required reporting. If the requested information is not provided, eligibility may not be determined, enrollment may be denied, or participation may be discontinued. Personal data may be shared with authorized Utah County departments, state program administrators, or contracted partners as required to operate and monitor the program.

Q56. INTRODUCTION PAGE

Review important information, including submission deadline, in the introduction page using the link below:

Q40. [FY2027 E-Cigarette, Marijuana, and Other Drug Prevention Grant Introduction Page](#)

Q41. APPLICATION OVERVIEW

The page below serves as the cover sheet for the grant proposal. Please complete the form in its entirety.

SECTION ONE - APPLICATION COVER PAGE

Define the community you propose to serve. A blank table is provided in the packet.

SECTION TWO - COMMUNITY DESCRIPTION

Describe the community you plan to implement a comprehensive 12-Month Action Plan. A blank template table is provided in the packet. The first column of the template contains specific details & examples of what to include.

SECTION THREE - ACTION PLAN

Describe how you plan to achieve community-level change by including a combination of interventions, strategies, and objectives. You might want to consider filling out a logic model. See Appendix B for an example. Be sure to include the following in your plan:

1. **Statement of the problem.** Describe the current youth substance use problem(s) in your community you plan to address.
 - Include local data from the [Student Health and Risk Prevention \(SHARP\) survey](#) to justify your proposal. This link provides Utah data. To get local data, reach out to your local school district.
 - Identify 1-3 problems or related behaviors found in SHARP data
2. **Describe the risk and/or protective factors you plan to address that contribute to and/or address this problem.** For more background information on risk and protective factors, see Appendix A.
 - Include local data from the [Student Health and Risk Prevention \(SHARP\) survey](#) on the risk/protective factors you plan to address.
3. **Selected Interventions**
 - Interventions are programs, policies, and/or strategies that promote health and well-being.
 - Utah Code § [26A-1-129](#) states that funding shall be provided for “a program or purpose that is: (i) evidence-based; or (ii) a promising practice as defined by the United States Centers for Disease Control and Prevention.” Describe and substantiate how your program or purpose is rooted in evidence or a promising practice for substance use prevention. See Appendix C for resources on identifying an evidence-based program or promising practice.
 - Applications that include interventions that are evidence-based/a promising practice will score higher.
4. **Strategies for Community-Level Change**
 - Your action plan should directly correlate with one or more of the Seven Strategies for Community-Level Change from the Community-based Advocacy-focused Data-driven Coalition-building Association (CADCA). Identify which of these strategies (listed below) align with each activity listed. For more information on these strategies, see Appendix D.

- Disseminate information/education
- Enhance individual life skills
- Provide activities that reduce risk factors or enhance protective factors
- Enhance community/participant access or reducing barriers to programs and strategies
- Changing consequences by addressing incentives or disincentives
- Implement environmental strategies to reduce risk factors and increase protective factors
- Support modification to policies or the implementation of new policies

5. **Evaluation Methods**

- How will you measure the progress of your intervention? How will the community/program participants be affected by the intervention? How does their participation in this activity address the identified risk and protective factors?

6. **Process, Short & Long-Term Objectives**

- Create SMART objectives (Specific, Measurable, Attainable, Realistic, Time-bound) to describe the expected outcome of the activity; See Appendix E for assistance.

Q1. The enclosed application is for Fiscal Year 2027 (July 1, 2026 - June 30, 2027).

This is a one year grant contingent on funding availability and applicant/grantee status. Applications must be submitted each year for renewal.

FY27 applications are due by April 29, 2026, 11:59 PM Mountain Standard Time.

Grant applicants will be notified if funding is approved by May 13, 2026.

Q2. Organization Name

South County Cares CTC

Q3. Organization Address (include city and zip code)

439 W Utah Ave. Payson, UT 84651

Q4. Organizational Representative Name

Shelby Bohling

Q17. Organizational Representative Title

Communities that Care Coordinator

Q5. Organizational Representative Email Address

shelbyb@paysonutah.gov

Q6. Organizational Representative Phone Number

Q7. Organizational Type

- ☒ Coalition: A coalition of community organizations focused on substance abuse prevention.
- ☐ Local Government Agency: A local government agency, including a law enforcement agency, or a program that is focused on substance abuse prevention.
- ☐ Education Agency: A local education agency as defined in Section 53E-1-102 of Utah Code.

Q15. Tax ID Number

12617084-002 STC

Q9. Organizational Description: Provide a brief description of the agency applying for funding in 2 to 3 sentences.

South County Cares is a coalition in South Utah County that brings schools, families, and community partners together to prevent youth substance use and support healthy development.

Q10. Proposal Summary: Provide a brief overview of your project/proposal in 2 to 4 sentences.

South County Cares is seeking grant funding to assist with funding community-based prevention efforts. These efforts focus on helping youth and families develop in a healthy way and reduce the use of substances. The funds will be used to keep our highly attended prevention pool party and health fair going, buy supplies for the Guiding Good Choices program, and get materials for community outreach events. By doing this, we can get families involved, making sure youth have the support they need, and make sure everyone in south Utah County has access to resources that are proven to work in preventing problems. This will help make the community stronger and healthier.

Q11. Amount Requested (no more than \$100,000)

\$25,000

Q18. SECTION TWO - COMMUNITY DESCRIPTION

Define the community you propose to serve. Applicants may use various geographic boundaries including neighborhoods, census tracts, zip codes, and school districts, as well as townships to define their community. Applicants should be realistic about the size and population of the area in which they can create change. For example, choosing a community that is too large may be problematic due to the inclusion of neighborhoods that have significantly different problems to be addressed.

Q12. Provide a brief overview of the community you propose to serve. (500 words or less)

South County Cares serves a region in south Utah County, where prevention efforts can be both targeted and measured. This area includes the communities of Payson, Santaquin, Genola, Goshen, and surrounding rural areas, primarily within ZIP codes 84651, 84655, and 84633. This is a semi-rural area in south Utah County characterized by a mix of small cities, agricultural land, and expanding residential development. The geography includes many prominent features such as Payson Canyon (Nebo Loop), Santaquin Canyon, West Mountain, Utah Lake, and Summit Ridge Pond. There are also key highways and interstates including Interstate 15, US-6, and State Route 198 that connect the communities and support movement and access through the area. The total population of our area is approximately 42,000 residents, making it a manageable but meaningful geographic scope for prevention work. Within this population, there is a strong youth presence, which is a key focus for South County Cares initiatives. The median age is approximately 27.5 years. Youth under age 18 represent a large proportion of the population, with about 38.8% of Santaquin residents and 33.5% of Payson residents falling into this age group. This concentration of youth creates both a clear need and a realistic opportunity for prevention efforts that can have a measurable community impact. South Utah County is served by a well-defined network of jurisdictions and partner agencies, which continues to support our focused prevention work. These include the Nebo School District, Utah County Health Department, Payson and Santaquin Police Departments, Utah County Sheriff's Office, Utah Highway Patrol, local fire departments, the U.S. Forest Service, and the Bureau of Land Management, Mountain View Hospital, Central Valley Medical Clinics, and more. Because these entities operate within a clearly bounded geographic area, collaboration and coordination are much more feasible, allowing prevention efforts to be implemented consistently across schools, families, and community settings. Importantly, South County Cares recognizes that effective prevention work depends on focusing resources where they can realistically create change. This allows for deeper engagement, stronger relationships, and measurable impact within a population size and geographic area where coordinated prevention efforts can be consistently implemented and evaluated over time.

Q19. This action plan is based on a logic model or road map that leads us to our desired outcomes. See Appendix B for a sample logic model.



- *You will fill out information on each proposed intervention, based on the number of interventions you selected above.
- * Please limit descriptions to about 200 words.
- *There is not a maximum number of interventions required, but you must have a minimum of 1.
- *Be sure to review the [Student Health and Risk Prevention \(SHARP\)](#) survey before selecting problem-related behavior and risk/protective factors - *reach out to your local school district for local data.*

Q42. How many program interventions are you proposing? There is not a maximum number of interventions required, but you must have a minimum of 1.

- ☐ 1
- ☒ 2
- ☐ 3
- ☐ 4
- ☐ 5

Q52. Please enter the number and name of this intervention. (Example: #1: Guiding Good Choices)

1: Guiding Good Choices

Q20. Problem-Related Behavior for Intervention

Utilize local data sources (SHARP) to determine the problem-related behavior for your intervention.

Questions to consider when selecting a problem-related behavior.

- What does the data tell me about the community I am focusing on?
- What problems or related behaviors are occurring the most?
- Which population groups experience more of the problems and related behaviors?

Example: The state of Utah has a lifetime alcohol use of 8.4% among 8th graders in the 2023 SHARP data. The state of Utah has a lifetime alcohol use of 13.1% among 10th graders in the 2023 SHARP data.

Q21. Example: "The state of Utah has a (insert problem-related behavior) use of (XX)% among (insert focus population) in the 2025 SHARP data."

(Limit word count to 200)

Utah County has a lifetime alcohol use of 7.8% among all grades (6, 8, 10, 12), and 12.6% among 12th graders in the 2025 SHARP data. Utah County has a lifetime vape use of 11% among 12th graders in the 2025 SHARP data. In Utah County, 44.1% of 6th graders and 50.3% of youth in all grades reported drinking alcohol at their home or at someone else's home without any parent permission if they drank alcohol in the past year in the 2025 SHARP data. Also in Utah County, 73.6% of 8th graders and 53.1% of youth in all grades reported drinking at home with their parents' permission if they drank alcohol in the past year in the 2025 SHARP data.

Q22. Risk or Protective Factor Identification

Utilize the [SHARP](#) data to determine which risk or protective factor contributes to your problem-related behavior. Limit it to 1-2 risk and/or protective factors. The risk and/or protective factor(s) you identify need to be addressed by your intervention.

Q23. Risk Factors for Substance Abuse: Listed in order of prevalence for the State of Utah. (check boxes)

- | | | |
|--|---|---|
| ☐ Low commitment to school | ☐ Rewards for anti social behavior | ☐ Family history of anti social behavior |
| ☒ Perceived risk of drug use | ☐ Family conflict | ☐ Perceived availability of drugs |
| ☒ Parent attitudes favorable to anti social behavior | ☐ Poor family management | ☐ Interaction with anti social peers |
| ☐ Attitudes favorable to anti social behavior | ☐ Rebellion | ☐ Parent attitudes favorable to drug use |
| ☐ Depressive symptoms | ☐ Early initiation of anti social behavior | ☐ Early initiation of drug use |
| ☐ Academic failure | ☐ Laws and norms favorable to drug use | ☐ Friends use of drugs |
| ☐ | ☐ Attitudes favorable to drug use | ☐ Gang involvement |

☐ Low nei ghborhood attachment

Q24. Protective Factors for Substance Abuse (check boxes)

- ☐ Rewards for prosoci al i nvol vement
- ☐ Opportuni ti es for prosoci al i nvol vement
- ☐ Prosoci al i nvol vement
- ☒ Fami l y attachment
- ☐ Bel i ef i n the Moral Order
- ☐ Interacti on wi th prosoci al peers

Q25. Please explain why you chose this risk and/or protective factor(s). Explain the process you went through to identify this risk and/or protective factor(s).

Provide SHARP data to support your choice.

For risk factors, I have chosen perceived risk of drug use and parental attitudes favorable to antisocial behavior. I have specifically chosen these risk factors because of how the Guiding Good Choices program addresses them. I have also chosen them because of the percentage of youth at risk indicated in the 2025 SHARP Data. In Utah County, approximately 45% of youth in all grades are at risk for parental attitudes towards antisocial behavior according to the 2025 SHARP. In the Guiding Good Choices program, one of the class sessions specifically focuses on clear expectations. If youth are given clear expectations and boundaries, they will be less likely to participate in antisocial behaviors. If parents are clear on their attitudes towards said behaviors as well, the youth will see that their parents may not be as in favor of the antisocial behaviors as they might believe. For perceived risk of drug use, approximately 43% of youth in all grades are at risk in Utah County. The Guiding Good Choices program clearly addresses how to talk with youth about not using substances, which can directly impact this risk factor. For a protective factor, I have chosen family attachment. Guiding Good Choices allows families to hold family meetings, have fun together, and talk about high-pressure topics in a low-pressure setting. By doing these individual activities and working through the Social Development Strategy, families are actively increasing their family attachment.

Q26. Description of Intervention

*Intervention Definition: Programs, policies, and/or strategies that promote health and well-being.
(Limit word count to 200)*

Examples:

- 1. Promote and enhance the school-based Botvin LST prevention programs in 7th & 8th grades of all Utah Schools.*
- 2. Provide Teacher Trainings to 7th & 8th grade teachers, incentivize teachers who teach Botvins to fidelity, and complete pre & post-tests with participants.*

1. Implement the Guiding Good Choices program with fidelity in Santaquin and Goshen, incentivizing parents who complete all 5 sessions with recreation passes to their area's recreation program.

Q27. Is this intervention evidence-based or a promising practice?

☒ Yes

☐ No

Q28. Please provide a reference or link to this intervention.

<https://www.communitiesthatcare.net/programs/ggc/>

Q58. Are any of the Intervention activities being funded by another organization/grant?

☒ Yes

☐ No

Q29. How is this intervention impacting the risk and/or protective factors selected for this intervention?

Example:

Botvin prevention programs teach information about alcohol to counter common myths and misconceptions. This will address the risk factor we chose which is favorable attitudes toward the problem behavior.

In the Guiding Good Choices program, one of the class sessions specifically focuses on clear expectations. If youth are given clear expectations and boundaries, they will be less likely to participate in antisocial behaviors. If parents are clear on their attitudes towards said behaviors as well, the youth will see that their parents may not be as in favor of the antisocial behaviors as they might believe. Guiding Good Choices allows families to hold family meetings, have fun together, and talk about high-pressure topics in a low-pressure setting. By doing these individual activities and working through the Social Development Strategy, families are actively increasing their family attachment. The Guiding Good Choices program clearly addresses how to talk with youth about not using substances, which can directly impact this risk factor.

Q30. Please select all strategies this intervention will address.

☒ Provide Information

☒ Changing Consequences (incentives/disincentives)

☒ Enhancing Skills

☐ Physical Design

☒ Providing Support

☐ Modifying/Changing Policies

☐ Enhancing Access/Reducing Barriers

Q31. How will you evaluate & measure the progress of this intervention?

Tie this back to the selected risk & protective factors.

Examples:

- 1. We will track the number of teachers trained.*
- 2. Collect monthly reports from each teacher training in order to track the number of sessions taught to fidelity.*
- 3. Each participant will take a pre and post-test & we will compare the results.*

1. We will complete evaluations at the end of each session, monitoring for content comprehension. 2. We will track attendance at all Guiding Good Choices sessions. 3. Evaluate new SHARP data after the 2027 SHARP data is collected to determine if these practices made an impact on the risk and protective factors.

Q32.

Outcomes for this intervention:

Create SMART objectives (Specific, Measurable, Attainable, Realistic, Time-bound) to describe the expected outcomes of the intervention. These should also be tied to how you evaluate & measure your intervention's progress in the box above.

Process objectives measure if the intervention was completed as intended & what the intervention accomplished.

- Example: Utah Middle School will implement Botvin Life Skills to fidelity to all 7th and 8th Grade students in the school year 2024-2025.*
- Participants' favorable attitude towards drugs will decrease as a result of Botvins Life Skills demonstrated in a pre/post-test provided by the program.*

Short-term objectives are tied to the risk & protective factors you selected for this intervention.

- Example - Favorable attitudes towards drug use will decrease by 2% as demonstrated in the SHARP survey.*

Long-term objectives are tied to the impact you are expecting to see in the problem-related behavior you selected for this intervention.

- Example - Lifetime alcohol use among students in grades 8-10 will decrease by 2% by 2029 as based on the Utah SHARP survey.*

Q33. Process Objective - Did you implement this intervention (programs, policies, and/or strategies) as intended?

The Guiding Good Choices program will be implemented in Santaquin and the Goshen/Genola area by March 2027. As indicated by a post-session evaluation, parental attitudes favorable to antisocial behavior will decrease, and youth family attachment will increase.

Q34. Short-Term Objective - Did this intervention (programs, policies, and/or strategies) address your selected risk/protective factors?

Parental attitudes favorable to antisocial behavior will decrease by 2%, and family attachment will increase by 3%, according to the SHARP survey.

Q35. Long-Term Objective - Did this intervention impact your problem-related behavior? (this will be followed in the SHARP survey for the next 3-5 years)

The percentage of 8th graders who drank at home with parents' permission if they drank alcohol in the past year will decrease by 5% by 2031, according to the SHARP survey.

Q52. Please enter the number and name of this intervention.(Example: #1: Guiding Good Choices)

2: Prevention health fair and pool party

Q20. Problem-Related Behavior for Intervention

Utilize local data sources (SHARP) to determine the problem-related behavior for your intervention. Questions to consider when selecting a problem-related behavior.

- What does the data tell me about the community I am focusing on?
- What problems or related behaviors are occurring the most?
- Which population groups experience more of the problems and related behaviors?

Example: The state of Utah has a lifetime alcohol use of 8.4% among 8th graders in the 2023 SHARP data. The state of Utah has a lifetime alcohol use of 13.1% among 10th graders in the 2023 SHARP data.

Q21. Example: "The state of Utah has a (insert problem-related behavior) use of (XX)% among (insert focus population) in the 2025 SHARP data."

(Limit word count to 200)

Utah County has 24.8% of youth in all grades reporting low neighborhood attachment in the 2025 SHARP data. The rewards for prosocial involvement have decreased to 63.2% for all grades in the 2025 SHARP data.

Q22. Risk or Protective Factor Identification

Utilizethe [SHARP](#) data to determinewhich riskor protective factor contributes to your problem-related behavior. Limit it to 1-2 risk and/or protective factors. The risk and/or protective factor(s) you identify need to be addressed by your intervention.

Q23. Risk Factors for Substance Abuse: Listed in order of prevalence for the State of Utah. (check boxes)

- ☐ Low commi tment to school
- ☐ Percei ved ri sk of drug use
- ☐ Parent atti tudes favorabl e to anti soci al behavi or
- ☐ Atti tudes favorabl e to anti soci al behavi or
- ☐ Depressi ve symptoms
- ☐ Academi c fai l ure
- ☐ Low nei ghborhood attachment
- ☒
- ☐ Rewards for anti soci al behavi or
- ☐ Fami l y confl i ct
- ☐ Poor fami l y management
- ☐ Rebel l i ousness
- ☐ Earl y i ni ti ati on of anti soci al behavi or
- ☐ Laws and norms favorabl e to drug use
- ☐ Atti tudes favorabl e to drug use
- ☐ Fami l y hi story of anti soci al behavi or
- ☐ Percei ved avai labi l i ty of drugs
- ☐ Interacti on wi th anti soci al peers
- ☐ Parent atti tudes favorabl e to drug use
- ☐ Earl y i ni ti ati on of drug use
- ☐ Fri ends use of drugs
- ☐ Gang i nvol vement

Q24. Protective Factors for Substance Abuse (check boxes)

- ☒ Rewards for prosoci al i nvol vement
- ☐ Opportuni ti es for prosoci al i nvol vement
- ☐ Prosoci al i nvol vement
- ☐ Fami l y attachment
- ☐ Bel i ef i n the Moral Order
- ☐ Interacti on wi th prosoci al peers

Q25. Please explain why you chose this risk and/or protective factor(s). Explain the process you went through to identify this risk and/or protective factor(s).

Provide SHARP data to support your choice.

Through our community health fair and pool party, we are able to have direct communication and interactions with youth in our communities. Once youth and families visit a specific number of resource booths, they are given a pass to get into the Payson Pool for free. This increases the reward for pro-social involvement because they are required to meet with the prosocial organizations to enter the pool for free. Furthermore, when meeting with the organizations that are in their community and meeting people who are in their community, they are also increasing their neighborhood attachment.

Q26. Description of Intervention

Intervention Definition: Programs, policies, and/or strategies that promote health and well-being.
(Limit word count to 200)

Examples:

- 1. Promote and enhance the school-based Botvin LST prevention programs in 7th & 8th grades of all Utah Schools.
- 2. Provide Teacher Trainings to 7th & 8th grade teachers, incentivize teachers who teach Botvins to fidelity, and complete pre & post-tests with participants.

1. Promote and enhance the health fair and prevention pool party by increasing the number of prosocial organizations that come to the health fair.

Q27. Is this intervention evidence-based or a promising practice?

- ☐ Yes
- ☒ No

Q28. Please provide a reference or link to this intervention.

Q58. Are any of the Intervention activities being funded by another organization/grant?

- ☒ Yes
- ☐ No

Q29. How is this intervention impacting the risk and/or protective factors selected for this intervention?

Example:

Botvin prevention programs teach information about alcohol to counter common myths and misconceptions. This will address the risk factor we chose which is favorable attitudes toward the problem behavior.

By having multiple booths that address multiple different health and wellness topics that are in their community, the youth and families will increase their neighborhood attachment. By receiving a free night at the pool once they have attended a specific number of booths, they are increasing the rewards for prosocial involvement.

Q30. Please select all strategies this intervention will address.

- ☒ Provide Information
- ☒ Changing Consequences (incentives/disincentives)
- ☐ Enhancing Skills
- ☐ Physical Design
- ☐ Providing Support
- ☐ Modifying/Changing Policies
- ☐ Enhancing Access/ Reducing Barriers

Q31. How will you evaluate & measure the progress of this intervention?

Tie this back to the selected risk & protective factors.

Examples:

- 1. We will track the number of teachers trained.*
- 2. Collect monthly reports from each teacher training in order to track the number of sessions taught to fidelity.*
- 3. Each participant will take a pre and post-test & we will compare the results.*

1. We will track the number of attendees at the pool party. 2. We will survey attendees at the pool party to measure the effectiveness of gaining knowledge about different community resources.

Q32.

Outcomes for this intervention:

Create SMART objectives (Specific, Measurable, Attainable, Realistic, Time-bound) to describe the expected outcomes of the intervention. These should also be tied to how you evaluate & measure your intervention's progress in the box above.

Process objectives measure if the intervention was completed as intended & what the intervention accomplished.

- Example: Utah Middle School will implement Botvin Life Skills to fidelity to all 7th and 8th Grade students in the school year 2024-2025.
- Participants' favorable attitude towards drugs will decrease as a result of Botvins Life Skills demonstrated in a pre/post-test provided by the program.

Short-term objectives are tied to the risk & protective factors you selected for this intervention.

- Example - Favorable attitudes towards drug use will decrease by 2% as demonstrated in the SHARP survey.

Long-term objectives are tied to the impact you are expecting to see in the problem-related behavior you selected for this intervention.

- Example - Lifetime alcohol use among students in grades 8-10 will decrease by 2% by 2029 as based on the Utah SHARP survey.

Q33. Process Objective - Did you implement this intervention (programs, policies, and/or strategies) as intended?

South County Cares will implement the health fair in addition to the prevention pool party starting in July 2026. Attendees will increase their neighbourhood attachment by learning about different resources in the community.

Q34. Short-Term Objective - Did this intervention (programs, policies, and/or strategies) address your selected risk/protective factors?

Neighborhood attachment will increase by 2% in the 2027 SHARP survey.

Q35. Long-Term Objective - Did this intervention impact your problem-related behavior? (this will be followed in the SHARP survey for the next 3-5 years)

By 2031, rewards for prosocial involvement among all grades will increase by 2% as indicated by the SHARP survey.

Q57. Budget Form:

Please complete the following budget template according to your 12-month Action Plan.
- If you are asking for benefit reimbursement, please provide information on percentage or amount for each individual.
- Be as detailed as possible on your budget descriptions.

	Amount	Justification
	Enter requested amounts per line	Provide justification for each requested budget line; the last line does not require justification
Personnel Salary:	4,950	Approximately 20 hours Guiding Good Choices coordinator hours/session for 3 sessions, 15 coordinator hours pool party and health fair, 90 Guiding Good Choices hours for an additional 2 instructors for 3 sessions. All hours paid at \$30/hour
Fringe Benefits:		
Travel (in/out of state):	750	Travel costs for 1 additional guiding good choices trainers being trained
Supplies:	9851	801 GGC supplies, 4000 GGC dinners, 500 Dinner supplies for health fair, 750 pool reservation, 3000 misc. branded supplies for health fair/pool party and Guiding Good Choices, 500 Guiding Good Choices incentives, 300 class prizes for Guiding Good Choices
Equipment:		
Subcontractors:		
Media Outreach:	200	Health fair/pool party flyers, guiding Good Choices flyers, Guiding Good Choices marketing
Other:	2215	1 additional guiding Good Choices trainers being trained & current trainer license renewal, 1 year of Canva teams for material creation
Total :	17,966	

Q55. We encourage use of the following appendices as resources and references throughout the grant application process.

Q47. [APPENDIX A - Risk and Protective Factors Overview](#)

[APPENDIX B - Logic Model.pdf](#)

[APPENDIX C - Resources for Evidence-Based Programs and Promising Practices](#)

[APPENDIX D - Seven Strategies for Community-Level Change](#)

[APPENDIX E - Developing Measurable Objectives](#)

[APPENDIX F - Application Scoring Criteria.pdf](#)

Location Data

Location: [\(40.041, -111.7316\)](#)

Source: GeoIP Estimation



Attachment C
Special Provisions
E-Cigarette, Marijuana, & Other Drug Prevention Grant Program

Contractor Representative

Shelby Bohling
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Communities that Care Coordinator
South County Cares CTC

Department Representative

Dakota Froisland
(801) 851-7099
Dakotaf@utahcounty.gov
Program Manager
Utah County Health Department

I. General Purpose

The purpose of the E-Cigarette, Marijuana, & Other Drug Prevention Grant Program is to address root causes and factors associated with youth use of electronic cigarettes, marijuana, and other drugs in Utah County communities. Substance misuse and abuse continue to be an important public health concern contributing to morbidity and mortality rates. Evidence shows that the initiation of substance use in adolescence can lead to higher levels of misuse, abuse, and substance use disorders later in life. Research on risk and protective factors has important implications for children's academic success, positive youth development, and prevention of health and behavior problems, including substance misuse and abuse.

The Utah County Health Department is interested in working with, and supporting, community coalitions and organizations in the early prevention of adverse outcomes related to youth substance abuse. The aim of this funding is to identify innovative projects and partnerships across Utah County who are committed to addressing "upstream" factors by focusing on one or more risk or protective factors identified in the Utah Student Health and Risk Prevention Statewide Survey.

Funding for this program is received from the Utah Department of Health as appropriated in Utah Code 59-14-807(3)(d) and 26A-1-116 from the "Electronic Cigarette Substance and Nicotine Product Tax Restricted Account" in the General Fund. Grant funding is administered in accordance with Utah Code 26A-1-129.

II. Parties

- a. This agreement is between Utah County, by and through the Tobacco Prevention and Control Program of the Utah County Health Department, hereinafter referred to as "Department," and **South County Cares CTC**, hereinafter referred to as "Contractor." Together the Department and Contractor shall be referred to as the "Parties."

III. Definitions

- a. "CDC" means the Center for Disease Control and Prevention

- b. "Contractor" means **South County Cares CTC, 439 W Utah Ave. Payson, UT 84651**
- c. "Department" means the Utah County Health Department
- d. "Evidence-based" is the process of integrating science-based interventions with community preferences to improve the health of populations.
- e. "Fidelity" means the degree to which an intervention is delivered as designed, faithfulness with which a curriculum or program is implemented, or how well the program is implemented without compromising its core content that is essential for the program effectiveness.
- f. "Parties" means the Department and the Contractor.
- g. "Promising practice" include practices assessed through unpublished intervention evaluations that have not been peer reviewed and that demonstrate some evidence of effectiveness, reach, feasibility, sustainability, and transferability.
- h. "Protective Factors" are characteristics associated with a lower likelihood of negative outcomes or that reduce a risk factor's impact. Protective factors may be seen as positive countering events.
- i. "Risk Factors" are characteristics at the biological, psychological, family, community, or cultural level that precede and are associated with a higher likelihood of negative outcomes.
- j. "Root Causes" are the underlying reasons that create the differences seen in health outcomes. They are the conditions in a community that determine whether people have access to the opportunities and resources they need to thrive.

IV. Payment

- a. The Department funds provided under the Contract are for the following program and award:
 - i. Program Name: E-Cigarette, Marijuana, & Other Drug Prevention Grant Program
 - ii. Funding Source: General Fund "Electronic Cigarette Substance and Nicotine Product Tax Restricted Account" through the Utah County Health Department and in accordance with Utah Code 59-14-807(3)(d) and 26A-1-116
 - iii. Award Date: **July 1, 2026**
- b. The Contractor shall be paid up to the maximum amount of **\$17,966.00** for the contract for expenditures made by the Contractor directly related to the program, as outlined in the General Provisions, Special Provisions, and the Contractor's proposal.
- c. The amount reimbursed is based on the number of services provided by the Contractor as reported each month on the Monthly Expenditure Report submitted to the Department.
- d. Funds may be provided upfront upon request from the Contractor for specifically approved activities by the Department up to \$5,000.
- e. Funding may not be used for purposes contrary to applicable federal, state, and local laws.

V. Responsibilities of the Contractor

- a. The Contractor shall:

- i. Participate in all the following activities in accordance with the funding provided and as outlined in the Contract's Proposal and action plan in Attachment B:
 - 1. Guiding Good Choices
 - a. Process Objective
 - i. The Guiding Good Choices program will be implemented in Santaquin and the Goshen/Genola area by March 2027. As indicated by a post-session evaluation, parental attitudes favorable to antisocial behavior will decrease, and youth family attachment will increase.
 - b. Short-Term Objective
 - i. Parental attitudes favorable to antisocial behavior will decrease by 2%, and family attachment will increase by 3%, according to the SHARP survey.
 - c. Long-Term Objective
 - i. The percentage of 8th graders who drank at home with parents' permission if they drank alcohol in the past year will decrease by 5% by 2031, according to the SHARP survey.
 - 2. Prevention health fair and pool party
 - a. Process Objective
 - i. South County Cares will implement the health fair in addition to the prevention pool party starting in July 2026. Attendees will increase their neighborhood attachment by learning about different resources in the community
 - b. Short-Term Objective
 - i. Neighborhood attachment will increase by 2% in the 2027 SHARP survey.
 - c. Long-Term Objective
 - i. By 2031, rewards for prosocial involvement among all grades will increase by 2% as indicated by the SHARP survey.
- ii. Send, or have sent, at least one representative to an initial grant training to be held during the first quarter of FY27 that is provided by the Department;
- iii. Participate in regular progress meetings with the Department to evaluate the progress of goals and objectives and to provide any necessary technical assistance;
- iv. Participate in at least one site visit with program staff from the Department to monitor compliance with project guidelines;
- v. Have at least one representative participate in a local (in state) or virtual substance abuse prevention and/or risk and protective factor training during the grant cycle. (e.g. CADCA training, Fall Substance Abuse Prevention Conference, etc.); and

vi. Collaborate with and coordinate program evaluation with the Department.

VI. Responsibility of Department

a. The Department shall:

- i. Provide report templates and guidance for monthly invoices and expenditure reports, quarterly progress reports, and the final project report;
- ii. Provide written confirmation of receipt of reports within 10 working days;
- iii. Provide written feedback on results/progress within 20 working days of receipt of quarterly and final report;
- iv. Provide training and technical assistance as requested and needed, including the evaluation of the program; and
- v. Conduct one site visit during the contract period as mutually agreed upon times with jointly developed agenda.

VII. Media

- a. Contractor shall work with Department on any media campaigns to ensure the campaign is conducted in accordance with Department guidelines. Contractor developed media campaigns utilizing funding are subject to approval by the Department.

VIII. Reporting Requirements

a. Progress Reports:

- i. The Contractor shall report on the progress report measures for each of their workplan activities as listed in Section V to the Department. Progress reports shall be submitted quarterly by the **15th**. The Contractor shall report on the following key grant objectives (using progress reporting templates provided by the Department):
 - Report how each activity was implemented and completed (dates, number of participants, outcomes, etc.); and
 - Describe how activities addressed risk factors, protective factors and root causes.
- ii. After the Contractor expends all funds awarded under the grant program, the Contractor shall submit a final report to the Department.

b. Expenditure Report and Invoices:

- i. The Contractor shall submit all monthly program expenditures by the 10th of the month following the expenditures unless otherwise approved by the Department. The submitted bills must detail the costs by salary, benefits, travel, current expenses, capital expenditures and indirect costs. Copies of employee timesheets along with copies of receipts/invoices for travel, current expenses, and capital expenditures shall be submitted with the monthly billing. Indirect cost allocations shall be detailed. Expenditures shall follow the budget as contained in the application for the E-Cigarette, Marijuana, and Other Drug Prevention Grant Program Funding, see Contractor's proposal in Attachment B;

- ii. All program expenditures must be submitted by **the 10th** to be considered for reimbursement; and
 - iii. The Contractor shall be prepared to submit a copy of its annual Independent Financial Audit report covering the period of the contract.
- c. The Contractor shall provide all reports on templates provided by the Department at the initial grant training.

Procedures for Reimbursement

This document outlines the procedures necessary for grantees of the 2027 E-Cigarette, Marijuana, & Other Drug Prevention Grant Program to continue receiving funding and support from the Utah County Health Department (UCHD).

Documentation/reporting of grant activities, as outlined below, will be required to verify that funds are used appropriately and according to the grantees' submitted budget justifications.

Grantees agree to the following to obtain continued funding/reimbursement for this 2027 grant cycle:

1. Monthly Reporting:

Attend virtual or in-person meetings with UCHD staff to report monthly progress. This meeting will be at the convenience of both the grantee and the UCHD staff. Meetings can be scheduled via the E-Cigarette, Marijuana, and Other Drug Website.

2. Update Qualtrics Quarterly:

Submit Quarterly reporting updates within the Qualtrics reporting link. Reports will be due on the **15th** of each month (October, January, April, and July).

3. Submitting Invoices:

Invoices for expenses and receipts are required to be submitted each month **no later than the 10th**. Submitting later than the 10th could result in the invoice not being reimbursed. An invoice template will be provided to you that you will use to submit this information via email to UCHD.

The last invoice must be submitted no later than June 20th. Receipts will not be accepted for reimbursement past June 20th.

State law prohibits "double dipping". This grant cannot be used to pay for any expense(s) that is already paid for by another funding source. Double dipping is illegal and will result in revocation of grant funding.

All spending must be directly associated with activities outlined and approved within your grant contract. Ensure a clear and justifiable connection between expenses and contracted deliverables/interventions.

4. Mileage Reports

Grantees should plan on expending 50% of their budgets by January 1st.

Driving mileage must be submitted monthly via email to UCHD. Please use the provided mileage template which includes the beginning, ending, and total mileage, as well as a description of the activity. You will be reimbursed at the current Federal Rate.

5. Timesheets

Payroll and Benefits Summaries must be submitted monthly via email to UCHD. Timesheets **must include name, time period, pay rate, and hours**.

I understand that the procedures outlined above are required for my organization to receive continued funding and reimbursement for this 2027 grant cycle.