



APPLICATION INFORMATION

Description of LifeSkills Training Program Grant

The Center for the Study and Prevention of Violence (CSPV) has received funding to disseminate the LifeSkills Training (LST) Program. The grant will allow CSPV to provide three years of training and technical assistance and program materials to eligible schools, districts, and education agencies, beginning in fall 2019.

CSPV, a non-profit organization within the University of Colorado Boulder, works from a multi-disciplinary approach on the subject of violence prevention and healthy youth development, and facilitates the building of bridges between the research community and practitioners as well as policy makers. CSPV promotes the implementation of evidence-based programs and maintains “Blueprints for Healthy Youth Development,” a registry of rigorously evaluated positive youth development programs. For more information, please visit <https://cspv.colorado.edu>.

In the last two decades, CSPV has helped over 300 school districts around the country replicate the LST program with fidelity. CSPV is responsible for receiving and evaluating applications, selecting sites, and monitoring implementation throughout the three years of the grant to evaluate the degree to which sites are implementing the program with fidelity and integrity. CSPV subcontracts with the organization that developed the LST Program to deliver expert training and technical assistance to instructors and to provide program sustainability training to administrators.

The main goal of the LST program is to substantially reduce drug use among young adolescents by teaching prevention-related information, promoting anti-drug norms, teaching drug refusal skills, and fostering the development of personal self-management skills and general social skills. Optional violence prevention lessons that focus on anger management and conflict resolution skills also are included in the curriculum.

Requirements

- School or district containing grades 6-8 or 7-9, or educational agency.
Note: Alternative or non-traditional schools require further review to ensure program fit.
- Support/commitment of schools and teachers.
- Assign a person (coordinator) in the district to oversee the LST effort.
- Ensure that teachers attend training workshops.
- Commit to maintaining program integrity.
- Allow CSPV to monitor fidelity through classroom observations and site visits.
- Participate in a 10-minute teacher survey after the first full cycle of LST (\$20 incentive), annually.
- Complete a brief Site Coordinator survey at the end of each year.
- Provide demographics (gender and ethnicity) of students receiving program. No other reporting required; CSPV will monitor the implementation process and provide recommendations in relation to program guidelines.

Schools Receive

- **Curriculum Materials** for LST, including student guides and teacher manuals, as follows:
 - Year 1 (2019-20): Materials provided for Level 1 (6th or 7th grade).
 - Year 2 (2020-21): Materials provided for Level 1 (6th or 7th) and Level 2 (7th or 8th).
 - Year 3 (2021-22): Materials provided for Levels 1 (6th or 7th), 2 (7th or 8th), and 3 (8th or 9th).
- **Trainings** in the form of a two-day teacher training workshop, as follows:
 - Year 1: Training provided to ALL Level 1 teachers.
 - Year 2: Training provided to NEW Level 1 and ALL Level 2 teachers.
 - Year 3: Training provided to NEW Level 1 and Level 2 teachers, and ALL Level 3 teachers.

All personnel who intend to teach the curriculum must attend a workshop. After receiving training, if a teacher provides a different level of the program, additional training is not necessary.
- **Teacher Stipends** for trainings held on unpaid days (e.g., summer) or substitute-teacher reimbursements to schools/districts for trainings held on school days.
- **Ongoing Technical Assistance** related to LST program implementation (upon request).
- **Sustainability Support** in Year 2 or Year 3 to help sites plan for program sustainability:
 - **Regional Strategic Sustainability Workshops** to help effectively develop sustainability plans that address issues and challenges specific to their communities.
 - **Regional Training of Trainer (TOT) Workshops** to train and certify an individual from each site to provide the teacher training workshop to LST instructors in their district after the grant funding ends.
- **Fidelity Monitoring** to ensure the program is being implemented as designed:
 - **Site Visit:** Each site will receive one visit each year during the time that LST is being implemented. During this visit, a CSPV Implementation Coordinator will complete a semi-structured interview with the Site Coordinator regarding implementation issues, observe classrooms during LST lessons, and meet with participating LST teachers and school administrators.
 - **Classroom Observations:** Observations (obs) of teachers occur in each year as follows:
 - Year 1: 4 obs of each Level 1 teacher.
 - Year 2: 4 obs of each Level 1 teacher and 3 obs of each Level 2 teacher.
 - Year 3: 4 obs of each Level 1 teacher, 3 obs of each Level 2 teacher, and 2 obs of each Level 3 teacher.

Note: Teachers delivering multiple levels will be observed no more than 4 times per year.
 - **Teacher Surveys:** Teachers will complete a brief online questionnaire after the first full cycle of LST is taught, detailing implementation fidelity, dosage, and student participation. (\$20 gift card provided)
 - **Site Coordinator Surveys:** Site Coordinators will complete an end-of-year online survey, detailing the macro issues involved with implementation.
 - **Annual Site Report:** CSPV will provide a report at the end of each school year detailing implementation fidelity, challenges faced and overcome, and opportunities for improvement.
- **Sustainability Assessments:** A brief telephone survey will be conducted with a district representative one and two years beyond grant termination (Year 4 and Year 5) to assess the degree to which the site has sustained the LST program.

Standard LST Implementation Schedule and Classroom Observations for Grades 6-8:

	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
LST Level(s) Implemented and Observations (Obs)	6 th grade (4 obs/tchr) 7 th grade* 8 th grade*	6 th grade (4 obs/tchr) 7 th grade (3 obs/tchr) 8 th grade*	6 th grade (4 obs/tchr) 7 th grade (3 obs/tchr) 8 th grade (2 obs/tchr)	Sustainability Assessment 1	Sustainability Assessment 2
Funding	100%	100%	100%	N/A	N/A

*Note: Standard program implementation as described for grant assumes a 3-year model, with schools initiating Level 1 of LST in Year 1. However, in some sites LST already is being implemented/is underway. In such sites, materials may be provided for all three grade levels throughout the project if implementation continues in those levels. The process evaluation, training, and TA may be limited to the relevant grade levels (6th graders in Year 1, 6th and 7th graders in Year 2, all three grades in Year 3).

Note: A similar schedule would apply for schools/districts implementing LST in grades 7-9.

Grant Application

- Grant Applications are due by **October 18, 2018**.
- Feasibility Site Visits lasting 1 ½ - 2 hours will be conducted by CSPV staff during the 2018-2019 school year to review information detailed in the implementation plan presented in the application and gather additional information about the participating schools. The school district superintendent, principals from each participating school, at least one teacher representative from each school, and all other key personnel involved in the project should attend.

Selection Criteria

Applications may be received from schools (public or private) and local, regional, or state education agencies.

Schools/districts will be selected based on the following criteria:

- Understanding of the program's specific goals and objectives.
- Ability to assign a district person to coordinate the LST project.
- Ability to obtain the commitment of participating school personnel. Letters of commitment must be signed by principals from all participating schools and by the district superintendent and returned with the application.
- Capacity to ensure that all teachers implementing LST are trained in the curriculum.
- Ability to provide detailed information regarding how the program will be taught, who will be teaching it, and how many students will receive the curriculum. **All** students in the participating grade level(s) are expected to receive this universal program, each year.
- Ability to ensure appropriate class size and adequate facilities for the program.
- Willingness to follow the LST model, implement the program as designed and intended, and cooperate with CSPV in monitoring implementation fidelity.
- Ability to integrate the LST program into the school's curriculum.

Grant Value and Payments

This grant is considered to be an *implementation* grant, not a *funding* grant, whereby the value of the grant is determined by the amount of in-kind support and services provided, including training, teaching materials, student guides, fidelity monitoring, and survey stipends. All costs are paid by the grant directly to providers of support and service, with the exception of substitute teacher costs from trainings, which are paid through the school/district and reimbursed by the grant. The total value of the grant is calculated at the end of each academic year.

Funding for this project is provided to the University of Colorado by Altria Client Services on behalf of Philip Morris USA, John Middleton Co., U.S. Smokeless Tobacco Company LLC, and Nu Mark.



LST GRANT APPLICATION CHECKLIST

Please fill out the following checklist to ensure that your application is complete and return this form with your application.

Note: To check boxes below and throughout application, double click box and select "checked."

	Yes	No
Have you:		
• Identified the subject area in which LST will be taught, and the corresponding teachers?	<input type="checkbox"/>	<input type="checkbox"/>
• Informed the LST teachers of their role in this project, including evaluation (observations, survey) requirements?	<input type="checkbox"/>	<input type="checkbox"/>
• Distributed the LST Teachers Fact Sheet to all LST teachers?	<input type="checkbox"/>	<input type="checkbox"/>

Have you enclosed the following forms:

• The letter of commitment from the school superintendent?	<input type="checkbox"/>	<input type="checkbox"/>
• The letter of commitment from each school principal?	<input type="checkbox"/>	<input type="checkbox"/>
• An "LST Participating Schools" form for each school?	<input type="checkbox"/>	<input type="checkbox"/>

Submit Application by **October 18, 2018 to:**

- AL, LA, PA:** Karen Drewelow | 303-492-7849 | karen.drewelow@colorado.edu
AR, MD, MS, OH: Amanda Lain | 303-492-2134 | amanda.lain@colorado.edu
IN, KY, TN, VA: Joan Bryant | 720-409-8084 | joan.bryant@colorado.edu
FL, IL, WV: Diane Ballard | 303-735-4164 | diane.ballard@colorado.edu
GA: Neera Maru | 303-492-0404 | neera.maru@colorado.edu

Center for the Study & Prevention of Violence (CSPV)
University of Colorado Boulder
483 UCB, Boulder, CO 80309
303-492-2151 Fax



Center for the Study and Prevention of Violence (CSPV)
LIFESKILLS TRAINING (LST) GRANT APPLICATION
(May submit paper or electronic copy)

Date:

Contact Person: Title:

School/Organization/Agency:

Mailing Address:

City: State: Zip:

Telephone: Fax:

Email:

Note: To check boxes throughout application, double click box and select "checked."

ASSESSMENT/IMPLEMENTATION PLANNING:

1. Have you reviewed, or are you familiar with, the LST curriculum? Yes No
If yes, are there any lessons or activities that would be problematic to teach in the targeted school(s)?
 Yes No If yes, please explain:

2. Has any school in your site ever implemented LST? Yes No
If yes, describe any current implementation of LST, and if no longer implementing, explain why.

3. Is there a community-wide, district, or school-level assessment of the youth drug problem?
 Yes No
If yes, provide a description of the data being collected, including the name of the survey, and who has responsibility for collecting and analyzing the data.

4. Describe the drug problem (including tobacco use) in your school(s) or community.

5. Are other violence and drug programs being implemented in the targeted school(s)? Yes No
If yes, please list the names of the schools and its program(s), behaviors targeted (e.g., tobacco use, violence), and the grades in which they are taught.

If tobacco and other drug programs are currently being implemented, how will you ensure that they will not overlap with LST? How will LST be incorporated into the larger vision of drug prevention strategies in the school/district?

6. Describe the successes and challenges that your school/district has experienced in implementing "prevention" strategies in the past.

7. Describe the groundwork that has already been done, or is planned, to inform school boards, superintendents, administrators, principals, teachers, and other staff about the LST program.
8. What efforts are planned to integrate LST training into the teachers' professional development calendar?
9. Describe the teacher turnover rate in your district.
10. Describe any strategies you have used or plan to use to engage the community or parents in drug prevention activities (LST or non-LST).
11. Enclosed are letters of commitment that must be signed by the principal of each participating school and by the district superintendent to signify their support for the program and intent to implement LST with fidelity and integrity to the model. *Please return these signed letters with the application.*
12. What is typically your district's last day of school before summer vacation?

RESOURCES

1. What types of resources (e.g., monetary, organizational, personnel, and facilities including adequate teacher training space) are available to fully implement LST throughout the three years of the project?
2. Have you identified a Coordinator to oversee the LST implementation in your school(s)? Yes No
If yes, please list the Coordinator's name, title/role, and contact information.

Describe Coordinator's relationship to the applying school(s). Please also ensure that this person will be able to fulfill the duties detailed on the "LST Site Coordinators" Fact Sheet.

3. Is there a Co-Coordinator (or assistant to the Coordinator) whom we may contact when the Coordinator is unavailable? Yes No If yes, please list this person's name, role, and contact information.

IMPLEMENTATION

1. How many schools at your site intend to teach the LST program?
Please complete an attached "LST Participating Schools" form for each school, including the projected implementation plan and numbers of participants.
2. In general, are the schools in your district: Urban Suburban Rural
Describe any other demographic information about the region you feel is relevant to this project:
3. Will an "alternative" school be included in this implementation? Yes No
If yes, identify the school and describe the school structure, student population (including stability of enrollment), and how the LST program will benefit these students:

4. LST will be implemented in most schools beginning in:
 grade 6 (15 sessions), with booster sessions in grades 7 (10 sessions) and 8 (5 sessions)
 grade 7 (15 sessions), with booster sessions in grades 8 (10 sessions) and 9 (5 sessions)
 (Schools will be listed individually on the "LST Participating Schools" form.)
5. Please be aware that LST is designed for **all** students in grades 6-8 or 7-9 (excluding special populations, see question 6 below). During the three years of implementation, will all students in these grades receive the program? Yes No If no, please explain (e.g., band students will not receive).
6. Will special education and/or bilingual students receive the program? Yes No
 If yes, please note whether these students are in self-contained or mainstreamed classrooms.

7. In what subject area(s) will LST be taught?

CSPV recommends that LST *not* be taught during physical education. It may be taught during Health if a regular classroom is available in which to teach. LST should not be taught in classes with mixed grade levels.

What is the typical class size of this subject? students

What is the typical class length of this subject: minutes

Please note that prior to the beginning of the school year, each participating school will need to submit an "LST Implementation Schedule," detailing when LST sessions will be taught.

8. Across the majority of schools, how often will LST be taught?
 Note that it may be taught from 1-5 times per week (as a weekly class or as a mini-course); it must be taught at least once per week for consecutive weeks.
9. Provide a timeline of the projected begin and end dates of LST. Note if a new group of students will receive the program each quarter/trimester/semester, etc.
10. Who will teach the lessons (regular classroom teachers, counselors/social workers, school resource officer, other prevention personnel defined, etc.)?
11. Will lessons be co-taught? Yes No If yes, please describe how this will occur.
12. Are the classroom teachers aware that the LST program is being considered by their school?
 Yes No If yes, how were they informed, and what was their reaction to the program?
 If no, please distribute and review with teachers the enclosed "Teachers" Fact Sheet describing the program and instructors' responsibilities in teaching the curriculum.
13. Are all participating teachers in all LST levels aware that they will be asked to complete a Teacher Survey after completing their first LST cycle, annually (\$20 gift card incentive)? Yes No
 Please describe any problems.

14. Please be aware that CSPV will hire on-site consultants to observe LST classroom sessions (see “Classroom Observers” Fact Sheet). These observers will monitor the fidelity and integrity of implementation by noting the degree to which teachers cover the main points of each lesson. They will not provide feedback to teachers, and they will make unannounced visits to the school. The observers will conduct several random observations of every LST teacher.

Do you foresee these observations as a problem for your teachers or schools?

Yes No If yes, please explain.

15. Do you foresee any problems in ensuring that these teachers can be released and will attend both days of the two-day training workshop? Yes No If yes, please explain.

Note: LST teachers **must** attend this training and cannot train others in their schools without additional trainer certification.

SUSTAINABILITY

1. Small teams from sites will be asked to participate in a hands-on sustainability training. Trainings will be highly interactive in nature and provide participants the opportunity to begin critical planning work in connection with a larger sustainability planning process. Do you foresee any problems in attending the training? Yes No If yes, please explain:

2. Describe the plans, if any, your district is exploring to sustain the LST program. Please identify:
- How program leaders have analyzed and articulated how LST fits within the school’s vision of student achievement and school improvement.
 - The range of financing strategies and funding sources (both monetary and in-kind) program leaders envision supporting this work beyond the life of the grant.
 - The range of stakeholders and key champions the program leaders will develop in order for this work to be sustained.

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LST PARTICIPATING SCHOOLS

(Complete one form for each participating LST school at your site.)

Name of School District:

Name of School:

School Address:

City: State: Zip:

School Telephone: School Fax:

Urban Suburban Rural Total # Students in Schl: School Structure (K-8, 6-8, 7-9):

School Contact Person: Contact Phone #:

Contact Email:

IMPLEMENTATION PLAN for School Years 2019-2022:

<i>LST is designed for either grades 6-8 or 7-9:</i> Level 1: Grade 6 Level 2: Grade 7 Level 3: Grade 8	OR	<i>LST is designed for either grades 6-8 or 7-9:</i> Level 1: Grade 7 Level 2: Grade 8 Level 3: Grade 9	Level 1 Begins 2019-2020	Level 2 Begins 2020-2021*	Level 3 Begins 2021-2022*
Grade in which each level of LST will be taught					
Subject area in which LST will be taught					
Typical class size					
Class length (in minutes)					
Are there mixed grades (Y/N)					
# of students who will receive LST					
# of teachers who will teach LST					
Projected LST implementation start date					

**If LST is being implemented prior to 2019-2020, materials will be provided for up to and including all three grade levels throughout the project if implementation continues in those levels. If applicable, specify level(s) currently being taught: _____*

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