

**WYOMING DEPARTMENT OF HEALTH, PUBLIC HEALTH DIVISION
COMMUNITY PREVENTION SUBGRANTEE AGREEMENT BETWEEN LARAMIE
COUNTY AND CHEYENNE REGIONAL MEDICAL CENTER**

THIS WYOMING DEPARTMENT OF HEALTH PUBLIC HEALTH DIVISION COMMUNITY PREVENTION SUBGRANTEE AGREEMENT ("Grant Agreement") (ALN # 93.243 & 93.959 and 93.387) is made between Laramie County, State of Wyoming ("COUNTY"), whose address is 310 West 19th Street, Cheyenne, Wyoming 82001, and the Wyoming Institute of Population Health, a named Division of Memorial Hospital of Laramie County d/b/a Cheyenne Regional Medical Center (SUBGRANTEE), whose address is 214 E. 23rd St., Cheyenne, Wyoming 82001. In consideration of the promises and covenants set forth below, the parties agree as follows:

- 1) **Purpose of Grant Agreement.** COUNTY shall provide Wyoming Department of Health, Public Health Division Community Prevention grant funds to SUBGRANTEE in the amount set forth in Section 3, and SUBGRANTEE shall undertake and complete materials, projects and/or services (collectively, the "Project") described in Attachment A attached hereto. Performance by SUBGRANTEE of the requirements of this Grant Agreement and compliance with all Wyoming Department of Health program rules and regulations is a condition to SUBGRANTEE'S receipt of monies hereunder.
- 2) **Term of Grant Agreement and Required Approvals.** This Grant Agreement is not effective until all parties have executed it and all required approvals have been granted. The term of the Grant Agreement is from July 1, 2024 through June 30, 2026 ("Term"); The Project shall be completed during the Term.
- 3) **Payment.** COUNTY agrees to grant monies to SUBGRANTEE for performance of the Project, as invoices are submitted for work done in connection with the Project, completed in accordance with the requirements of this Agreement. The total payment to GRANTEE under this Grant Agreement shall not exceed \$915,892.00 ("Grant Award"). Payment will be made following SUBGRANTEE'S delivery to COUNTY of monthly invoices detailing services performed in connection with the Project in a form satisfactory to COUNTY.
- 4) **Responsibilities of Grantee Regarding the Project.** In undertaking and completing the Project, the SUBGRANTEE further agrees as follows:
 - a) **Professional Services.** The SUBGRANTEE agrees to perform all aspects of the Project in a professional manner and in accordance with the degree of care, competence and skills that would be exercised by a SUBGRANTEE under similar circumstances, to the satisfaction of the COUNTY.
 - b) **Procurement and Administrative Regulations.** SUBGRANTEE agrees to comply with federal procurement and administrative regulations as stated in 2 C.F.R. § 215, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals and Other Nonprofit Organizations: as enacted in regulations by the U.S. Department of Health and Human Services.

- c) **Compliance with Laws.** In the interpretation, execution, administration and enforcement of this Grant Agreement, SUBGRANTEE agrees to comply with all applicable state and federal laws, rules, and regulations, including but not limited to:
- i) SUBGRANTEE agrees to comply with all federal requirements governing grant agreements that are applicable, including but not limited to 2 C.F.R. § 230; Cost Principles for Non Profit Organizations; and OMB Circular A-133 Audits of State and Local Governments. The Single Audit Act of 1984, 31 U.S.C. §§ 7501-7 further defines auditing responsibilities and SUBGRANTEE agrees to comply therewith.
 - ii) SUBGRANTEE further covenants that the Project will be conducted and administered in conformity with the Civil Rights Act of 1964, 42 U.S.C. § 2000 et seq. and the Fair Housing Act, 42 U.S.C. § 3601 et seq. and that it will affirmatively further fair housing.
 - iii) SUBGRANTEE shall comply with "Equal Opportunity in Federal Employment", Exec. Order No. 11, 246, 30 Fed. Reg. 12,319 (1965) as amended by Exec. Order No. 11375, 32 Fed. Reg. 14,303 (1967); as supplemented in the Department of Labor regulations, 41 C.F.R. § 60 (1998), the Civil Rights Act of 1964, 42 U.S. C. § 2000 et seq., the Wyoming Fair Employment Practices Act, Wyo. Stat. § 27-9-105 et seq., and any rules and regulations related thereto. SUBGRANTEE shall not discriminate against a qualified individual with a disability and shall comply with the Americans with Disabilities Act of 1990, 42 U.S.C. § 12101 et seq., and any rules and regulations related thereto. SUBGRANTEE shall assure that no person is discriminated against based on the grounds of sex, race, religion, national origin or disability in connection with the performance of this Grant Agreement.
- d) **Monitor Activities.** The COUNTY shall have the right to monitor all activities of the SUBGRANTEE related to this Grant Agreement. This shall include, but not be limited to, the right to make site inspections at any time, to bring experts and consultants on site to examine or evaluate completed work or work in progress, and to observe all SUBGRANTEE personnel in every phase of performance of work related to this Grant Agreement. COUNTY will conduct a risk assessment post award, as well as site visits during the course of the grant term.
- e) **Prohibition on Lobbying.** In accordance with P.L. 101-121, payments made from a federal grant shall not be utilized by the SUBGRANTEE or its subcontractors in connection with lobbying Congressmen, or any other federal agency in connection with the award of a federal grant, contract, cooperative agreement or loan.
- f) **Retention of Records.** SUBGRANTEE agrees to retain all records related to the Project, which are required to be retained pursuant to this Agreement or the TANF program rules and regulations for three years following COUNTY's date of notice to SUBGRANTEE of administrative closeout of the Grant.
- g) **Reporting.** Within 15 calendar days at the conclusion of each calendar month during the Term of this Grant Agreement, SUBGRANTEE shall furnish COUNTY with a report that includes all required metrics under Attachment C. SUBGRANTEE shall likewise

furnish COUNTY with a cumulative financial statement, reflecting total expenditures pursuant to this Grant Agreement.

- h) **Suspension and Debarment.** By signing this agreement, SUBGRANTEE certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction nor from federal financial or nonfinancial assistance, nor are any of the participants involved in the execution of this agreement suspended, debarred or voluntarily excluded by any federal department or agency in accordance with Executive Order 12549(Debarment and Suspension) and CFR 44 Part 17, or are on the disbarred vendors list. Further, SUBGRANTEE agrees to notify agency by certified mail should it or any of its agents become debarred, suspended, or voluntarily excluded during the term of this agreement.
- i) **Federal Audit Requirements.** SUBGRANTEE agrees that if it expends an aggregate amount of seven hundred fifty thousand dollars (\$750,000) or more in federal funds during its fiscal year, it must undergo an organization-wide financial and compliance single audit. SUBGRANTEE agrees to comply with the audit requirements of the U.S. General Accounting Office Government Auditing Standards and OMB Circular A-133, Audits and States, Local Governments, and Non-Profit Organizations. If findings are made which cover any part of this award, SUBGRANTEE shall provide one copy of the audit report to COUNTY and require the release of the audit report by its auditor to be held until adjusting entries are disclosed and made to COUNTY records.
- j) **Miscellaneous.**
 - i) SUBGRANTEE shall submit to COUNTY copies of all quarterly reports submitted in PERC and Insight Formation.
 - ii) SUBGRANTEE shall fulfill the requirements of the Statement of Work with regard to deliverables, including but not limited to community needs assessments, identification of evidence based strategies, work plan, and working with coalition on a monthly basis.
 - iii) SUBGRANTEE shall ensure that is personnel attend all required trainings in connection with the grant funds provided by the Wyoming Department of Health.
 - iv) Notice of any changes with regards to budget, work plan, and other relevant items shall be provided to COUNTY in writing.
- 5) **Responsibilities of County.** COUNTY will, at its discretion, assist in providing SUBGRANTEE access to information, including without limitation providing SUBGRANTEE with information concerning statutes, rules and regulations and other regulations referred to herein, and will cooperate with SUBGRANTEE whenever possible. COUNTY shall have no obligations, other than those specifically set forth herein, regarding the Project or its performance.

6) Special Provisions.

- a) Limitation on Payments. COUNTY's obligation to pay SUBGRANTEE for Project activities rendered pursuant to this Grant Agreement is conditioned upon the availability of state or federal government funds that are allocated to pay SUBGRANTEE hereunder. If grant agreement monies are not allocated and available for COUNTY to pay SUBGRANTEE for the performance of the Project, COUNTY may terminate this Grant Agreement at any time in its discretion without further liability or obligation hereunder.

COUNTY shall notify SUBGRANTEE at the earliest possible time if this Grant Agreement will or may be affected by a shortage or unavailability of funds. No liability shall accrue to COUNTY in the event termination of this Grant Agreement occurs or this Grant Agreement is affected in any other way by a lack of funds. COUNTY shall not be obligated or liable for any future payments due or promised hereunder or for any damages to SUBGRANTEE or any other person or entity as a result of termination under this section.

- b) No Finder's Fees. No finder's fee, employment agency fee, broker fee or other such fee related to this Grant Agreement shall be paid by either party.
- c) Office Space. SUBGRANTEE will not include charges or seek reimbursement in any invoice submitted to COUNTY for office or building space of any kind obtained by SUBGRANTEE for the performance of the Project. SUBGRANTEE will make no charge for office or building space unless specific provisions are included for such in this Grant Agreement. Under no circumstances will SUBGRANTEE be allowed to purchase office equipment with funds received through this Grant Agreement.
- d) Minority Business Enterprise. SUBGRANTEE is strongly encouraged to actively promote and encourage maximum participation of Minority Business Enterprises (MBE) as sources of supplies, equipment, construction and services in connection with performance of the Project.
- e) Budget Transfer Limitation. SUBGRANTEE agrees it will not exceed any of the line item totals listed on Attachment C by more than twenty percent (20%) without prior approval from COUNTY. Such changes will not result in any change in the total Project costs, or a change in the Grant amount.

7) Default and Remedies. In the event SUBGRANTEE defaults or is deficient in the performance of any term of this Grant Agreement or any requirements of the TANF program rules and regulations, then COUNTY and/or Wyoming Department of Family Services shall have the right to exercise all remedies provided by law or in equity, including without limitation:

- a) Immediately terminating this Grant Agreement without further liability or obligation of COUNTY;

- b) Issuing a letter of warning advising SUBGRANTEE of the deficiency and putting the GRANTEE on notice that additional action will be taken if the deficiency is not corrected or is repeated;
 - c) Recommending, or requesting SUBGRANTEE to submit proposals for corrective actions, including the correction or removal of the causes of the deficiency;
 - d) Advising SUBGRANTEE that a certification will no longer be acceptable and that additional assurances will be required in such form and detail as COUNTY and Wyoming Department of Family Services may require.
 - e) Advising SUBGRANTEE to suspend disbursement of funds for the deficient activity;
 - f) Advising SUBGRANTEE to reimburse any amounts improperly expended and reprogram the use of the funds in accordance with applicable requirements;
 - g) Changing the method of payment to SUBGRANTEE; and/or
 - h) Reducing, withdrawing, or adjusting the amount of the Grant.
- 8) General Provisions.
- a) Amendments. Any changes, modifications, revisions or amendments to this Grant Agreement which are mutually agreed upon in writing by the parties hereto shall be incorporated by written instrument, signed by all parties to this Grant Agreement.
 - b) Applicable Law/Venue. The construction, interpretation and enforcement of this Grant Agreement shall be governed by the laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Grant Agreement and the parties, and the exclusive venue for any action shall be in the First Judicial District, Laramie County, Wyoming.
 - c) Assignment. Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties set forth in this Grant Agreement without the prior written consent of the other party. In the event there is a sub-grant(s) under this Grant Agreement, SUBGRANTEE shall include all of the provisions of this Grant Agreement in every sub-grant agreement awarded and shall make such provisions binding on each sub-grantee as if it were the SUBGRANTEE hereunder. SUBGRANTEE shall not use this Grant Agreement, or any portion thereof, for collateral for any financial obligation, without the prior written permission of COUNTY.
 - d) Assumption of Risk. SUBGRANTEE shall be responsible for any loss of state or federal funding, either administrative or program dollars, due to SUBGRANTEE's failure to comply with this Agreement and all state or federal TANF requirements. COUNTY shall notify SUBGRANTEE of any state or federal determination of noncompliance.

- e) **Attorneys' Fees.** If COUNTY has to enforce this Grant Agreement as a result of a default in the performance of this Grant Agreement, COUNTY shall be entitled to its reasonable attorneys' fees and costs incurred in such enforcement.
- f) **Confidentiality of Information:** The SUBGRANTEE acknowledges that information it may receive or have access to as a result of its performance under this agreement may be confidential. SUBGRANTEE agrees that it shall comply with all applicable law and regulation, whether state or federal, in the collection, maintenance and release of such information. COUNTY and its agents, or authorized representatives, shall have access to all confidential information in accordance with the requirements of state and federal laws and regulations. Any other parties will be granted access to confidential information only after complying with the requirements of state and federal laws and regulations pertaining to such access. Nothing herein shall prohibit the disclosure of information in summary form, including the publishing of reports of services provided in this Grant Agreement, so long as the identity of the client remains confidential and all other State & Federal laws and regulations are met.
- g) **Conflict of Interest:** The SUBGRANTEE and COUNTY confirm that, to their knowledge, no COUNTY employee has any personal or beneficial interest whatsoever in the services described herein. No staff member of the SUBGRANTEE, compensated either partially or wholly with funds from this Agreement, shall engage in any conduct or activity that would constitute a conflict of interest relative to this Agreement.
- h) **Entirety of Grant Agreement:** This Grant Agreement (9 pages) and Attachment A, Application, Budget and Work Plan (49 pages) and Attachment B, Contract with Wyoming Department of Health (10 pages) represent the entire and integrated Grant Agreement between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral.
- i) **Indemnification:** To the fullest extent permitted by law, SUBGRANTEE shall indemnify, defend and hold harmless COUNTY, and its officers, agents, employees, successors and assigns from any cause of action, losses, injuries, liabilities, damages, claims, demands or costs arising from or in connection with this grant agreement (including reasonable attorneys' fees) (collectively "Claims") arising out of all activities in connection with the Project, Grantee's (and any sub-grantee's) performance under this Grant Agreement, or failure by SUBGRANTEE (or any sub-grantee) to comply with the terms of this Agreement or any TANF program rules and/or regulations. SUBGRANTEE shall be solely liable and responsible for all acts or omissions in connection with the Project or the performance of the Project or this Agreement (including without limitation the acts, omissions or performance of the Project or this Agreement by any sub-grantee), including without limitation all Claims arising in connection therewith, and COUNTY (its officers, agents, employees, successors and assigns) shall have no liability to SUBGRANTEE, any sub-grantee or any third party for, and shall be released from, all such Claims.
- j) **Independent Contractor:** SUBGRANTEE shall function as an independent contractor for the purposes of this Grant Agreement, and shall not be considered an employee of COUNTY for any purpose. SUBGRANTEE shall assume sole responsibility for any debts or liabilities that may be incurred by the SUBGRANTEE in fulfilling the terms of

this Grant Agreement, and shall be solely responsible for the payment of all federal, state and local taxes that may accrue because of this Grant Agreement. Nothing in this Grant Agreement shall be interpreted as authorizing SUBGRANTEE or its agents and/or employees to act as an agent or representative for or on behalf of COUNTY, or to incur any obligation of any kind on the behalf of COUNTY. SUBGRANTEE agrees that no health/hospitalization benefits, workers' compensation and/or similar benefits available to COUNTY employees will inure to the benefit of SUBGRANTEE or SUBGRANTEE'S agents and/or employees as a result of this Grant Agreement.

- k) Kickbacks: SUBGRANTEE warrants that no gratuities, kickbacks or contingency fees were paid in connection with this Grant Agreement, nor were any fees, commissions, gifts, or other considerations made contingent upon the award of this Grant Agreement.
- l) Notices: All notices arising out of, or from, the provisions of this Grant Agreement shall be in writing and given to the parties at the address provided under this Grant Agreement, either by regular U.S. mail or delivery in person. Delivery shall be deemed to have occurred 3 days following deposit in the U.S. mail or upon delivery in person.
- m) Grantee to Keep Informed: The SUBGRANTEE shall keep fully informed of all federal and state laws, local laws, regulations and all other orders and decrees of bodies or tribunals having any jurisdiction or authority which may, in any manner, affect the duties and responsibilities to be performed by SUBGRANTEE under the terms and conditions of this Grant Agreement.
- n) Patent or Copyright Protection. SUBGRANTEE recognizes that certain proprietary matters, techniques or information may be subject to patent, trademark, copyright, license or other similar restrictions, and warrants that no work performed by the SUBGRANTEE or its sub-grantees hereunder in connection with the Project will infringe any such rights of any person or entity nor will it violate any restriction. SUBGRANTEE shall defend, indemnify and hold harmless COUNTY from any infringement, violation or alleged infringement or violation of any such patent, trademark, copyright, license or other restrictions.
- o) Prior Approval: This Grant Agreement shall not be binding upon either party, no services shall be performed under the terms of this Grant Agreement, and no funds will be disbursed hereunder until all necessary approvals and actions have occurred as determined by COUNTY in its discretion and this Grant Agreement has been reduced to writing and signed by both parties.
- p) Severability: Should any portion of this Grant Agreement be judicially determined to be illegal or unenforceable, the remainder of the Grant Agreement shall continue in full force and effect as if the illegal or unenforceable term was omitted.
- q) Governmental Immunity: COUNTY does not waive its governmental immunity, as provided by any applicable law including W.S. 1-39-101 et seq., by entering into this Agreement. Further, COUNTY fully retains all immunities and defenses provided by law with regard to any action, whether in tort, contract or any other theory of law, based on this Agreement.

- r) **Taxes**: SUBGRANTEE shall pay all taxes and other such amounts required by federal, state and local law, including but not limited to social security taxes, workers' compensation, unemployment insurance and sales taxes in connection with performance of the Project and this Grant Agreement.
- s) **Time is of the Essence**: Time is of the essence in the performance by SUBGRANTEE of all provisions of the Grant Agreement.
- t) **Waiver**: The waiver of any breach of any term or condition in this Grant Agreement shall not be deemed a waiver of any prior or subsequent breach.
- u) **Titles Not Controlling**: Titles of sections are for reference only, and shall not be used to construe the language in this Grant Agreement.
- v) **Third Party Beneficiary Rights**: The parties do not intend to create in any other individual or entity the status of third party beneficiary, and this Grant Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Grant Agreement shall operate only between and for the benefit of the parties to this Grant Agreement.

9) Signatures. By signing this Grant Agreement, the parties represent and warrant that they have read and understood it, that they agree to be bound by the terms of the Grant Agreement, that they have the authority to sign it, and that they have received a signed and dated copy of the Grant Agreement.

The effective date of this Grant Agreement is the date of the signature last affixed to this page.

LARAMIE COUNTY, WYOMING


By: _____
Chairman
Laramie County Commissioners

_____ Date:

By: _____
Debra Lee, Laramie County Clerk

_____ Date:

CHEYENNE REGIONAL MEDICAL CENTER

By:  _____

August 1, 2024 | 12:12 PM MDT
_____ Date:

REVIEWED AND APPROVED AS TO FORM ONLY

By:  _____
Laramie County Attorney's Office

 _____ Date

RESOLUTION NO. **240521-4**

A RESOLUTION AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE WYOMING DEPARTMENT OF HEALTH FOR A FY 2025-2026 COMMUNITY PREVENTION GRANT PROGRAM SOLICITATION IN THE AMOUNT OF \$915,892.00, ON BEHALF OF THE GOVERNING BODY OF LARAMIE COUNTY, WYOMING.

FOR THE PURPOSE OF: REQUESTED FUNDS WILL BE USED BY THE COUNTY IN PARTNERSHIP WITH CRMC FOR COMMUNITY BASED PUBLIC HEALTH PREVENTION ACTIVITIES TO ADDRESS, USE ABUSE, AND ASSOCIATED NEGATIVE CONSEQUENCES OF TOBACCO, ALCOHOL, AND CONTROLLED SUBSTANCES, AS WELL AS TO PROVIDE SUICIDE PREVENTION SERVICES.

WITNESSETH

WHEREAS, the Governing Body of Laramie County desires to participate in the Wyoming Department of Health Prevention grant funding program by sponsoring this grant to assist in financing this project; and

WHEREAS, the Wyoming Department of Health requires that certain criteria be met, as described in the federal and state rules governing the prevention program, and to the best of our knowledge this application meets those criteria; and

WHEREAS, the Governing Body of Laramie County has been provided with preliminary cost estimates and information on the project; and

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF LARAMIE COUNTY that a grant application be submitted to the Wyoming Department of Health in the amount of \$915,892.00 for consideration of funding prevention activities in Laramie County for FY2025 and FY2026.

BE IT FURTHER RESOLVED, that Sandra Bay, or her successor in the position of Laramie County Grants Manager, is appointed as agent of the Laramie County Board of Commissioners to execute and submit applications and certifications for these funds and to receive funds and implement the programs funded under this grant.

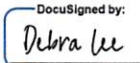
PASSED, APPROVED AND ADOPTED THIS 21ST DAY OF MAY 2024.

DocuSigned by:

070FDD05E1AAA42
Chairman, Laramie County Commissioners

May 21, 2024
Date

ATTEST:

DocuSigned by:

E11A7008640448
Debra Lee, Laramie County Clerk

May 21, 2024
Date

Received and Approved as to Form only By:


Mark Voss, County Attorney

5-15-24
Date

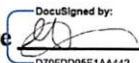


ATTACHMENT B - POINT OF CONTACT INFORMATION FORM

2025-2026 Community Prevention Grant (CPG) Point of Contact Information Form

County Name : Laramie	County Mailing Address: 309 W. 20th Street, Cheyenne, WY 82001
Grant Manager	The County-level Grant Manager is responsible for Agreement oversight to include administration, tracking, reporting, and Agreement compliance.
Name and Title:	Sandra Bay Laramie County Grants Manager
Phone Number:	307-633-4201
Email:	Sandra.Bay@laramiecountywy.gov
Community Prevention Specialist	The County Prevention Specialist is responsible for carrying out and meeting the requirements of the Statement of Work.
Name:	Brittany Wardle
Organization:	Cheyenne Regional Medical Center
Phone Number:	307-773-8260
Email:	brittany.wardle@crumcwyo.org
Reimbursement Signatory	The Reimbursement Signatory is responsible for approving reimbursement requests submitted by the County Prevention Specialist. This should be someone other than the County Prevention Specialist.
Name and Title:	Sandra Bay, Laramie County Grants Manager
Phone Number:	307-633-4201
Email:	Sandra.bay@laramiecountywy.gov

By signing this form, I attest that these individuals will serve as the main point of contact for the Community Prevention Grant Award Agreement. I authorize the Reimbursement Signatory to sign reimbursement requests certifying that, to the best of their ability, all expenses are for the purpose of the grant, allowable, have been paid for and supporting documentation retained.

Signature  _____
DocuSigned by:
D70FDD95E1AA442
 Printed Name Gunnar Malm

Date May 21, 2024
 Title Chairman
Laramie county commissioner

This form must be signed by the County Commissioner responsible for signing the 2025-2026 Community Prevention Grant Award Agreement.

Attachment B to the Grant Agreement Between
 Wyoming Department of Health, Public Health Division
 and Laramie County

Laramie County Abstract

Laramie County is the most populous county in Wyoming with an estimated population of 100,984 residents, and is home to the state capitol, Cheyenne. The county is located in the southeast corner of Wyoming and borders Colorado and Nebraska. The racial and ethnic composition of Laramie County's population in 2023 was estimated by the Census Bureau to be 91.4% White, 2.5% Black, 1.4% Asian, 1.3% American Indian/Alaska Native, and 0.1% Native Hawaiian/Other Pacific Islander. Persons of Hispanic ethnicity (any race) comprised 15.8% of the county's population. The median income of the county (\$76,282) is higher than the rate in the United States; however, 10.2% of residents live below the federal poverty line. Based on the Robert Wood Johnson Foundation County Health Rankings, Laramie County is faring about the same as the average county in Wyoming for Health Outcomes. Part of this ranking is a result of Laramie County's high rates of suicide (30.6 per 100,000), teen births (22 per 1,000), excessive drinking (16%), alcohol-impaired driving deaths (36%), and smoking (15%) among other outcomes. Laramie County is a politically conservative area, much like most of Wyoming. Though the high rates of suicide suggest some level of norm for those who struggle with behavioral health, the rates also elicit immense concern and focus as a priority among the community. Substance use has also been normalized, particularly for alcohol and tobacco, and is prevalent throughout the county. There is high demand for tangible steps toward change including improved prevention training and collaboration between community partners.

1. Who was involved in developing this application and prevention plan?

**Cheyenne Regional Health System
Laramie County Grants Office
Cheyenne Laramie County Health Department
Laramie County Commissioners
Laramie County Community Partnership
Behavioral Health Action Team
Boys and Girls Club of Cheyenne
Big Brothers Big Sisters
Laramie County School District #1
Laramie County, Coroner's Office
Office of Youth Alternatives
VOA**

2. What are the key prevention needs in the county and how were the prevention needs in the county identified and prioritized?

The prevention needs in the county were identified and prioritized through our Community Health Needs Assessment and Community Health Improvement Plan process led by the Laramie County Community Partnership. Through the voting process, three priorities were selected and

subcategorized. The three priorities selected through quantitative and qualitative data collection were neighborhood and physical environment, healthcare system, and economic stability. Within each of these three priority areas, two goals were identified. The Behavioral Health Action Team continues to be involved throughout the CHNA and CHIP process, ensuring we have a collaborative workplan for prevention in Laramie County.

3. How will the proposed plan address identified needs?

Our proposed plan will address the identified needs through our selected evidence-based strategies and collaborative partnerships. The LCCP used the best available data, resources, and capacity to determine how to best address the prevention needs within our county. We believe that our extensive partnerships will facilitate the success of our work plan.

4. What key populations have you identified for targeted interventions?

Service members, Veterans, and their families, youth, and economically disadvantaged individuals and families.

5. How did you identify the key population(s)?

We identified by the key populations by examining our local and state data related to risk and protective factors, as well as substance use and mental health.

Budget Request Instructions

- 1 Request the full amount of funding allocated to your county. Funds can be relinquished at any time if county does not plan to spend all the funds allocated.
 - 2 On Tab 2, request funding for personnel and fringe benefits, equipment and supplies, operational supports, Website and social media/community presence, community coalitions and workforce development, and indirect costs. Section E. Implementation Services will automatically populate based on Tabs 3-9.
 - 3 Budget tables for each focus area can be found on Tabs 3 - 8. Complete logic models and strategies will automatically populate. Complete budgets for each strategy. Totals will automatically populate to Tab 1 and Tab 4.
 - 4 If you need to add additional strategies please reach out to Rachel Nuss at rachel.nuss3@wyo.gov or 307-777-6463 for assistance.
 - 5 Travel expenses should be listed with associate strategy or under community coalitions and workforce development depending on the purpose. Travel to the CPG Annual Conference should
 - 6 Website and social media/community presence expenses should be listed as line item expenses on the requested budget tab. Media campaign expenses should be listed under the appropriate strategy.
 - 7 Please review the Grant Expectations on page 6 of the application to ensure you budget for all required activities.
 - 8 Grey areas will auto populate. Contact Rachel Nuss at rachel.nuss3@wyo.gov or 307-777-6463 if you need assistance with the spreadsheet.
 - 9 An example of a completed Workplan and Budget has been provided to you on the CPG Team Site.
- 10 The Summary of Budget Request is found below. The percent of total Budget Requested will show in red if outside the target ranges. If outside the target range, be sure to include justification on the budget table.
 - 11 This budget should reflect the best estimate of expenses for the period of performance. WDH-PHD will collaborate with grantees to update budgets as needed throughout the grant cycle.
 - 12 The workplan summary autopopulates status, risk/protective factors, strategies, and outcomes, on the work plan summary tab and will be used to track progress throughout the grant cycle.

Summary of Budget Request

	Year 1 Budget	Year 2 Budget	Total Requested Budget	Percent of Total Budget Requested
A. Personnel and Fringe Benefits	\$ 220,015.31	\$ 231,016.06	\$ 451,031.37	49%
B. Equipment and Supplies	\$ 2,250.00	\$ 3,750.00	\$ 6,000.00	1%
C. Operational Supports	\$ 4,350.00	\$ 4,350.00	\$ 8,700.00	1%
D. Website and Social Media/Community Presence	\$ -	\$ -	\$ -	0%
E. Community Coalitions and Workforce Development	\$ 4,350.00	\$ 4,350.00	\$ 8,700.00	1%
F. Community Prevention Implementation Service	\$ 203,273.37	\$ 203,273.37	\$ 406,546.73	44%
Underage Drinking and Youth Marijuana Community Prevention Service Implementation	\$ 40,290.75	\$ 40,290.75	\$ 80,581.50	9%
Adult Overconsumption Community Prevention Service Implementation	\$ 44,295.74	\$ 44,295.74	\$ 88,591.48	10%
Nicotine Community Prevention Service Implementation	\$ 34,831.25	\$ 34,831.25	\$ 69,662.50	8%
Opioids and Other Drugs Community Prevention Service Implementation	\$ 12,826.63	\$ 12,826.63	\$ 25,653.25	3%
Suicide Community Prevention Service Implementation	\$ 46,029.00	\$ 46,029.00	\$ 92,058.00	10%
Prevention Strategies with Shared Risk and Protective Factors (ATODS)	\$ 25,000.00	\$ 25,000.00	\$ 50,000.00	5%
G. Indirect Costs (no more than 10%)	\$ 21,494.43	\$ 22,119.47	\$ 43,613.90	5%
Total Request			\$ 915,892.00	
Total Award			\$915,892	
Difference			\$0	

[Workplan Summary](#)
[Expense Tracker](#)

	Estimated % of funding budgeted for each focus area:	Target Range	Estimated % of Time
Underage Alcohol and Youth Marijuana	23%	20%-26%	22%
Adult Overconsumption	24%	20%-26%	22%
Opioid/Stimulant	10%	4% - 10%	4%
Tobacco Prevention	18%	22%-28%	25%
Suicide	26%	22% - 28%	25%

[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]
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Track Media report from contractor to see expected increased knowledge and include a call to action related to substance use prevention.

Budget for Underage Drinking and Youth Marijuana Strategy 4: Social Norming Campaign focusing on peer norms related to substance misuse						
Purchases - Items - Contractor	Cost per Item	# of Items/months	Year Requested	Year 1 Budget	Year 2 Budget	Line Total
West Edge - Media	\$21,250.00	1	Years 1 & 2	\$21,250.00	\$21,250.00	\$42,500.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
			TOTAL	\$21,250.00	\$21,250.00	\$42,500.00

BUDDGET JUSTIFICATION: Describe the need and include an adequate justification of how each cost was estimated. Break down cost where appropriate.

Strategy 5: Reconnecting Youth	Status	Notes
Target Population Level (IOM): Selective	Population of Focus: Other Youth	

Description: Information Dissemination on Healthy Beliefs and Standards of Behaviors

Community Condition: What is the community capacity (resources and readiness)? Describe prioritization (importance and changeability) of risks/protective factors. Why did the community choose this strategy (evidence-based foundation, practical fit, nonreplicable fit)?

The Office of Youth Alternatives (OYA) serves over 300 families a year in Larimer County. Many families may not be able to afford family counseling services. All OYA services are family-centered, and solution-based, focusing on the family's strengths to remedy difficult situations. OYA conducts a family assessment of risk/protective factors to ensure they can appropriately support and educate the family, build family cohesion, and promote wellness and recovery. Alcohol and marijuana are the substances primarily used by LCSD #1 students. OYA will have discussions on the importance of availability of substances within the home and how to encourage healthy coping strategies. Family cohesion is a significant protective factor for adolescent substance use and mental health. The Behavioral Health Action Team has reviewed FNA data and prioritized educating parents and families. OYA is an essential partner in providing this information to parents and adolescents in our community.

above, would like to see a better metric tied to this strategy. You are also saying that this is increased activities but I don't see that in your description of information dissemination - do you

Evaluation Statement: How will you know you accomplished your goals? Expected Process Measures/Outputs and Short-term Outcome

Track Number of families educated to see expected increased percentage of youth talking to parents about the dangers of substances.

Budget for Underage Drinking and Youth Marijuana Strategy 5: Reconnecting Youth						
Purchases - Items - Contractor	Cost per Item	# of Items/months	Year Requested	Year 1 Budget	Year 2 Budget	Line Total
Youth Alternatives - Seed Grant	\$3,000.00	1	Years 1 & 2	\$3,000.00	\$3,000.00	\$6,000.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
			TOTAL	\$3,000.00	\$3,000.00	\$6,000.00

BUDDGET JUSTIFICATION: Describe the need and include an adequate justification of how each cost was estimated. Break down cost where appropriate.

Adult Overconsumption Logic Model														
Problem:	Risk/Protective Factors	Data Indicator	Strategy	Process Measures/Outputs	Short-Term Outcomes	Long-term Outcome								
		(Data related to the risk/protective factor)		(Measures of activities from strategy, often what will go into PRS)	(Changes as a direct result of the strategy to the data indicator)	(Changes as a direct result of the strategy)								
1	High availability of substances High retail access	WASCOF Alcohol and Crime Location of Consumption for DUIs (73% at a bar in Laramie County)	Responsible Beverage Service Training	Number of people trained	Number of TIPS training events, number of people trained, and decrease % of DUIs sourced from bars	Reduce the percent of Wyoming adults reporting consuming 5 or more drinks (4 or more for females) on an occasion at least once in the last 30 days, BRFSS								
2	Community norms favorable towards use	PNA Adults Drink at Community Events (67% of high schools reported yes)	Social Norms Campaign	Media report from the contractor.	Increased knowledge and include a call to action related to substance use prevention.									
3	Social risk factors such as financial stress/bereavement unexpected or forced retirement	BRFSS Unable to Get Needed Care (11.9%)	Information dissemination about the local resources available to address social risk factors	Number of individuals/families receiving information related to alcohol use	Decrease percentage of adults unable to get needed care due to cost in Laramie County									
4														
5														
Adult Overconsumption Workplan and Budget														
Add additional strategies by copying and pasting as needed. Some cells are locked to preserve the formulas, work with your region lead if you need assistance.														
<table border="1"> <thead> <tr> <th></th> <th>Year 1</th> <th>Year 2</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Total Amount Allocated :</td> <td>\$44,295.74</td> <td>\$44,295.74</td> <td>\$88,591.48</td> </tr> </tbody> </table>								Year 1	Year 2	Total	Total Amount Allocated :	\$44,295.74	\$44,295.74	\$88,591.48
	Year 1	Year 2	Total											
Total Amount Allocated :	\$44,295.74	\$44,295.74	\$88,591.48											
Strategy 1: Responsible Beverage Service Training Status: <input type="checkbox"/> Notes: 														
Target Population Level (IOM):		Universal Indirect	Population of Focus: Other											
Description: Responsible Beverage Service Training														
Community Conditions: What is the community capacity (resources and readiness)? Describe prioritization (importance and changeability) of risk/protective factors. Why did the community choose this strategy (evidence-based foundation, practical fit, conceptual fit)?														
The CIINA identified opportunities to prevent underage alcohol consumption. Responsible beverage training is a key component of preventing underage alcohol consumption and impacting retailer availability to minors. Responsible beverage service training is mandated within Cheyenne.														
Evaluation Statement: How will you know you accomplished your goals? Expected Process Measures/Outputs and Short-term Outcome														
Number of TIPS training events and number of people trained. These efforts will contribute to a decrease in binge drinking as measured by BRFSS data on alcohol consumption.														
Budget for Adult Overconsumption Strategy 1: Responsible Beverage Service Training														
Purchases - Items - Contractor	Cost per Item	# of Items/months	Year Requested	Year 1 Budget	Year 2 Budget	Line Total								
TIPS Recertification - BW, AV, SS	\$37.50	3	Years 1 & 2	\$112.50	\$112.50	\$225.00								
TIPS Books	\$1,400.00	1	Years 1 & 2	\$1,400.00	\$1,400.00	\$2,800.00								
				\$0.00	\$0.00	\$0.00								
				\$0.00	\$0.00	\$0.00								
				\$0.00	\$0.00	\$0.00								
				\$0.00	\$0.00	\$0.00								
				\$0.00	\$0.00	\$0.00								
				\$0.00	\$0.00	\$0.00								
				\$0.00	\$0.00	\$0.00								
				\$0.00	\$0.00	\$0.00								
				\$0.00	\$0.00	\$0.00								
TOTAL				\$1,512.50	\$1,512.50	\$3,025.00								
BUDGET JUSTIFICATION: Describe the need and include an adequate justification of how each cost was estimated. Break down cost where appropriate.														
The budget includes funding for recertification for the trainers of TIPS. Then the purchase of TIPS books to provide training in Laramie County.														
Strategy 2: Social Norms Campaign Status: <input type="checkbox"/> Media Plan Requested Notes: 														
Target Population Level (IOM):		Universal Direct	Population of Focus: Other											
Description: Media Campaign														
Community Conditions: What is the community capacity (resources and readiness)? Describe prioritization (importance and changeability) of risk/protective factors. Why did the community choose this strategy (evidence-based foundation, practical fit, conceptual fit)?														

Opioids and Stimulants Logic Model						
Problem:	Opioids and Stimulants Risk/Protective Factors	Data Indicator (Data related to the risk/protective factor)	Strategy	Process Measures/Outputs (Measures of activities from Strategy, often what will go into PAES)	Short-Term Outcomes (Changes as a direct result of the strategy to the data indicator)	Long-term Outcome (Changes as a direct result of the strategy)
1	High availability of substances	SEQW Data Findings	Safe storage and disposal of prescriptions	Number of medications lockboxes and Deterra bags distributed	Reduced availability of substances	Reduce the rate of all drug involved overdose deaths through primary prevention efforts, WDH
2	Overdose Deaths	Local Data, Drug Overdose Data , WASCOP - Drug Overdose Report	Overdose Fatality Reviews	Number of Recommendations	Overdose death data and systematic change	
3	Favorable attitudes toward substance use	Illicit Drug Consumption , PNA - Prescription Drug - Perception of Parental Disapproval , PNA - Other Drugs - Perception of Parental Disapproval , Uniform Crime Reporting	Information dissemination on the dangers of substance use	Number of Program Participants	Decrease the number of adolescents reporting use and misuse of prescription and illicit substances	
4						
5						

Opioids and Stimulants Work Plan and Budget														
Add additional strategies by copying and pasting as needed. Some cells are locked to preserve the formulas, work with your region lead if you need assistance.														
<table border="1"> <thead> <tr> <th></th> <th>Year 1</th> <th>Year 2</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Total Amount Allocated :</td> <td>\$12,826.63</td> <td>\$12,826.63</td> <td>\$25,653.25</td> </tr> </tbody> </table>								Year 1	Year 2	Total	Total Amount Allocated :	\$12,826.63	\$12,826.63	\$25,653.25
	Year 1	Year 2	Total											
Total Amount Allocated :	\$12,826.63	\$12,826.63	\$25,653.25											

Strategy 1: Safe storage and disposal of prescriptions			Status: Approved - Not Started		Notes	
Target Population Level (IDM): Universal Direct		Population of Focus: No Risk Assigned				
Description: Safe storage and disposal of prescriptions						
Community Conditions: What is the community capacity (resources and readiness)? Describe prioritization (importance and changeability) of risk/protective factors. Why did the community choose this strategy (evidence-based foundation, practical fit, conceptual fit)? The Behavioral Health Action Team (BHAT) prioritized community education and outreach for drug use prevention. Cheyenne Regional and BHAT are well positioned to implement and support these efforts in Lararrie County. We want to provide education and resources to the community that will support safe storage and disposal of medications to increase safety and reduce the high availability of substances.						
Evaluation Statement: How will you know you accomplished your goals? Expected Process Measures/Outputs and Short-term Outcome Track: Number of medications lockboxes and Deterra bags distributed to see expected Reduced availability of substances						
Budget for Opioids and Stimulants Strategy 1: Safe storage and disposal of prescriptions						
Purchases - Items - Contractor	Cost per Item	# of Items/months	Year Requested	Year 1 Budget	Year 2 Budget	Line Total
Drug disposal bags/jugs	\$2,500.00	1	Years 1 & 2	\$2,500.00	\$2,500.00	\$5,000.00
Medication lock boxes	\$3,000.00	1	Years 1 & 2	\$3,000.00	\$3,000.00	\$6,000.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
TOTAL				\$5,500.00	\$5,500.00	\$11,000.00
BUDGET JUSTIFICATION: Describe the need and include an adequate justification of how each cost was estimated. Break down cost where appropriate. Purchase Deterra bags and medication lockboxes to distribute to partners and community members.						

Strategy 2: Overdose Fatality Review Teams			Status: Approved - Not Started		Notes	
Target Population Level (IDM): Selective		Population of Focus: Already using substances				
Description:						
Community Conditions: What is the community capacity (resources and readiness)? Describe prioritization (importance and changeability) of risk/protective factors. Why did the community choose this strategy (evidence-based foundation, practical fit, conceptual fit)?						

Problem:	Suicide					
Risk/Protective Factors	Data Indicator (Date related to the risk/protective factor)	Strategy	Process Measures/Outputs (Measures of activities from Strategy, when what and for how long)	Short-Term Outcomes (Changes as a direct result of the strategy in the data indicator)	Long-term Outcome (Changes as a direct result of the strategy)	
1. Availability of resources and high quality physical and behavioral healthcare	ERVIS Access by County	Zero Suicide Framework	Zero Suicide Workforce Survey and number of people trained	Increased access to physical and behavioral health care	Reduce the suicide rate, WDH	
2. Community Support Allowance	ERVIS Team Size	ERVIS Teams	# of people served, # of resources distributed	% of cases where behavioral and/or suicide resource ERVIS support		
3. Trained Community Outcomes	ERVIS Data and pre/post surveys	Outcomes Training	# of people trained, pre/post survey results	Increase in individuals aware of signs/symptoms of a suicidal crisis		
4.						
5.						
Suicide Work Plan and Budget						
Add additional strategies by copying and pasting as needed. Some cells are locked to preserve the formulas, work with your region lead if you need assistance.						
		Year 1	Year 2	Total		
		Total Amount Allocated:	\$46,028.00	\$48,028.00	\$92,056.00	
Strategy 1: Zero Suicide Framework				Status: WDH Requests E-668		Notes:
Description: Zero Suicide						
Community Outcomes: What is the community capacity (resources and readiness)? Describe the prioritization (importance and changeability) of risk/protective factors. Why did the community choose this strategy (evidence-based foundation, practical fit, recognized fit)?						
The LCSJ is focused on behavioral health through community health assessment programs. The suicide rate in Larimer County is nearly double the US rate. There is significant community readiness to work on mental health and suicide prevention. Zero Suicide is an ongoing project within our community. Focused on continuous quality improvement to ensure safer suicide care in the community. We work across the continuum of care including prevention, intervention, and postvention. We use the Zero Suicide Workforce Survey, agency level data, and ERIS data to drive and prioritize the work we are doing. Care transitions are another area that have been identified for improvement in our community as we are prioritizing better care transitions for youth and adults in our community. Youth Evaluation as an integral element of our transition both as youth are moving into the community. Postvention/ERIS data can be used for the community. This data can be used to inform our work on suicide prevention. The collection of data is a priority. Evaluation Statement: How will you know you accomplished your goals? Expected Process Measures/Outputs and Short-Term Outcomes						
Track Zero Suicide Workforce Survey and number of people trained to an expected increased access to physical and behavioral healthcare						
Budget for Suicide Strategy 1: Zero Suicide Framework						
Purchases - Items - Contractor	Cost per Item	# of Items/months	Year Requested	Year 1 Budget	Year 2 Budget	Line Total
OPR Institutional License	\$7,500.00	1	Years 1 & 2	\$7,500.00	\$7,500.00	\$15,000.00
Lunch for SFR Meetings	\$1,000.00	1	Years 1 & 2	\$1,000.00	\$1,000.00	\$2,000.00
Travel Allowance - Fuel Card	\$28,729.00	1	Years 1 & 2	\$28,729.00	\$28,729.00	\$57,458.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
TOTAL				\$37,229.00	\$37,229.00	\$74,458.00
BUDGET JUSTIFICATION: Describe the need and include an adequate justification of how each cost was estimated. Break down cost where appropriate.						
Money has been set aside for the OPR Institutional License for CRAC staff. The license is offered to all current and new staff. Lunch for the Suicide Fatality Reviews meetings has been included. The meetings are 3-4 hours long and sometimes go through lunch.						
Strategy 2: LCSS Teams				Status:		Notes:
Description: LCSS Teams						
Community Outcomes: What is the community capacity (resources and readiness)? Describe the prioritization (importance and changeability) of risk/protective factors. Why did the community choose this strategy (evidence-based foundation, practical fit, recognized fit)?						
Through our CRAC and SFR, we have identified a need to support and train for suicide in Larimer County. The Larimer County Community Office is ready, willing, and able to provide support in families experiencing loss, as well as supporting prevention and intervention as needed. They are dedicated to helping our community to ensure safer suicide care. The LCSS Teams is held under the arm's office, allowing them to have overnight, provide education and training, and respond quickly to those willing to request their services. The funding will ensure they have the resources needed to support families and friends experiencing loss.						
Evaluation Statement: How will you know you accomplished your goals? Expected Process Measures/Outputs and Short-Term Outcomes						
Track # of people served, # of resources distributed to an expected % of cases where behavioral and/or suicide resource LCSS support						
Budget for Suicide Strategy 2: LCSS Teams						
Purchases - Items - Contractor	Cost per Item	# of Items/months	Year Requested	Year 1 Budget	Year 2 Budget	Line Total
Larimer County Community Office - Fuel Card	\$7,800.00	1	Years 1 & 2	\$7,800.00	\$7,800.00	\$15,600.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
TOTAL				\$7,800.00	\$7,800.00	\$15,600.00
BUDGET JUSTIFICATION: Describe the need and include an adequate justification of how each cost was estimated. Break down cost where appropriate.						
Strategy 3: Outcomes Training						
Description: Outcomes Training						

Target Population Level (DMM)			Population of Focus:			
Description:						
Community Conditions: What is the community equity (resources and readiness)? Describe prioritization (importance and changeability) of risk/preventive factors. Why did the community choose this strategy (evidence-based formulation, practical fit, accepted fit)?						
Evaluation Statements: How will you know you accomplished your goal? Expected Prevalence/Outputs and Short term Outcomes						
Track to be reported:						
Budget for Shared Risk and Preventive Factors Strategy 3: 0						
Purchases - Items - Contractor	Cost per Item	# of Items/months	Year Requested	Year 1 Budget	Year 2 Budget	Line Total
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

BUDGET JUSTIFICATION: Describe the need and include an adequate justification of how each cost was estimated. Break down cost where appropriate.

Target Population Level (DMM)			Population of Focus:			
Description:						
Community Conditions: What is the community equity (resources and readiness)? Describe prioritization (importance and changeability) of risk/preventive factors. Why did the community choose this strategy (evidence-based formulation, practical fit, accepted fit)?						
Evaluation Statements: How will you know you accomplished your goal? Expected Prevalence/Outputs and Short term Outcomes						
Track to be reported:						
Budget for Shared Risk and Preventive Factors Strategy 4: 0						
Purchases - Items - Contractor	Cost per Item	# of Items/months	Year Requested	Year 1 Budget	Year 2 Budget	Line Total
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

BUDGET JUSTIFICATION: Describe the need and include an adequate justification of how each cost was estimated. Break down cost where appropriate.

Target Population Level (DMM)			Population of Focus:			
Description:						
Community Conditions: What is the community equity (resources and readiness)? Describe prioritization (importance and changeability) of risk/preventive factors. Why did the community choose this strategy (evidence-based formulation, practical fit, accepted fit)?						
Evaluation Statements: How will you know you accomplished your goal? Expected Prevalence/Outputs and Short term Outcomes						
Track to be reported:						
Budget for Shared Risk and Preventive Factors Strategy 5: 0						
Purchases - Items - Contractor	Cost per Item	# of Items/months	Year Requested	Year 1 Budget	Year 2 Budget	Line Total
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

BUDGET JUSTIFICATION: Describe the need and include an adequate justification of how each cost was estimated. Break down cost where appropriate.

Work Plan Summary for
Laramie

Underage Drinking		
Status	Risk/Protective Factors	Strategy
1 Approved - Not Started	Community laws and normal favorable to substance use	Responsible beverage services training
2 Approved - Not Started	Early initiation of substance use	Evidence-based Mentoring Program (i.e. Big Brothers Big Sisters) - Selective
3 Approved - Not Started	Self efficacy	SMART Moves (Boys and Girls Club)
4 Media Plan Requested	Peer substance use	Social Norming Campaign focusing on peer norms related to substance misuse
5	0 Bonding	Reconnecting Youth

			Adult O
Status	Risk/Protective Factors	Strategy	
1	0 High availability of substances High retail access	Responsible Beverage Service Training	
2	Media Plan Requested Community norms favorable towards use	Social Norms Campaign	
3	Approved - Not Started forced retirement and social isolation	available to address social risk factors	
4	0	0	0
5	0	0	0

Status	Risk/Protective Factors	Strategy	
1	Approved - Not Started Favorable parental attitudes towards substance use	information dissemination on income, harms, Access, and/or Policy	
2	Approved - Not Started	0	0
3	Approved - Not Started	Number of policymakers educated	

			Opioid
Status	Risk/Protective Factors	Strategy	
1	Approved - Not Started High availability of substances	Safe storage and disposal of prescriptions	
2	Approved - Not Started Overdose Deaths	Overdose Fatality Review	
3	Approved - Not Started Favorable attitudes toward substance use	use	
4	0	0	0
5	0	0	0

Status	Risk/Protective Factors	Strategy	
1	WDH Requests Edits healthcare	Zero Suicide Framework	
2	0 Community Support After a Loss	LOSS Teams	
3	0 Trained Community Gatekeepers	Gatekeeper training	
4	0	0	0
5	0	0	0

Status		Risk/Protective Factors	Strategy	Shared Risk a
1 Approved - Not Started	Resiliency		Sources of Strength	
2	0		0	0
3	0		0	0
4	0		0	0
5	0		0	0

ng and Youth Marijuana		
Process Measures/Outputs	Short-Term Outcomes	Long-term Outcome
Number of people trained	Number of TIPS training events, number of people trained, and decreased percentage of LCSD #1 high schoolers reporting seeing drunk adults at community events. Number matched with a mentor, number of graduates, number of enrollments 0 Number of program participants 0 Media report from contractor 0 Number of families educated	Reduce the percent of high school students reporting alcohol use in the past 30 days, PNA Reduce the percent of high school students reporting marijuana use in the past 30 days, PNA

Alcohol Consumption

Process Measures/Outputs	Short-Term Outcomes	Long-term Outcome
Number of people trained Media report from the contractor. alcohol use	number of people trained, and call to action related to substance use to get needed care due to cost in	Reduce the percent of Wyoming adults reporting consuming 5 or more drinks (4 or more for females) on an occasion at least once in the last 30 days, BRFSS
	0	
	0	

Nicotine

Process Measures/Outputs	Short-Term Outcomes	Long-term Outcome
Number of parents educated	increase in percentage of students reporting talking to their parents	Reduce the percent of Wyoming high school students reporting having vaped in the past 30 days, PNA
	0	
	0	

Medication and Stimulant

Process Measures/Outputs	Short-Term Outcomes	Long-term Outcome
Number of medications lockboxes and Detera bags distributed Number of Recommendations Number of Program Participants	Reduced availability of substances change reporting use and misuse of	Reduce the rate of all drug involved overdose deaths through primary prevention efforts, WDH
	0	
	0	

Suicide

Process Measures/Outputs	Short-Term Outcomes	Long-term Outcome
Zero Suicide Workforce Survey and number of people trained # of people served, # of resources distributed # of people trained, pre/post survey results	behavioral health care receive LOSS support signs/symptoms of a suicidal crisis	Reduce the suicide rate, WDH
	0	
	0	

nd Protective Factors		
Process Measures/Outputs	Short-Term Outcomes	Long-term Outcome
Fidelity Checklists from each site	reporting feeling so depressed that	
0	0	0
0	0	0
0	0	0
0	0	0
		Strengthen protective factors and reduce risk factors that impact substance use and mental health outcomes

Community Prevention Grant Program Application FY 25/26



**PUBLIC HEALTH
DIVISION**



**COMMUNITY
PREVENTION UNIT**



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Overview

The Wyoming Department of Health, Public Health Division (WDH-PHD) is accepting applications from Wyoming Counties for the Community Prevention Grant (CPG) program. The program addresses some of Wyoming's top public health prevention priorities (underage alcohol, youth marijuana use, adult overconsumption of alcohol, tobacco use, opioid/prescription drug misuse/abuse and other drugs, and suicide). These grants provide opportunities and additional resources to counties to implement data-driven and evidence-based substance abuse and suicide prevention plans that positively impact substance use and mental health. Funded applications will result in a grant award agreement (contract) with the WDH-PHD from July 1, 2024, through June 30, 2026.

WDH-PHD is expecting to fund the SFY 25/26 CPG program through Federal Funds (~53%), State General Funds (~25%), and Tobacco Settlement Funds (~22%). As final amounts of funding sources are currently unknown, minor changes to the percentages of funding sources may be updated and will be communicated with the counties. The total amount of funding available to Wyoming counties through the CPG program is \$8 million.

Eligibility

Only Wyoming County Governments are eligible to apply for this funding.

Purpose

Community engagement is an essential component of an effective and equitable prevention system. Substance use, nicotine, and suicide affects all Wyoming communities. Many factors influence a person's chance of developing a mental and/or substance use disorder. Effective prevention focuses on reducing those risk factors, and strengthening protective factors, that are most closely related to the problem being addressed ([SAMHSA](#)). Identifying shared risk and protective factors across the areas of the Community Prevention Grant work allows community partners to ground their efforts in a common framework ([Shared Risk and Protective Factors Model](#)).

Substance Use Prevention

Substance use is associated with a wide range of health and social problems. Given the impact of substance use on public health and the increased risk for long-term medical consequences, it is critical to prevent substance use from starting. Preventing or reducing early substance use initiation, substance misuse, and the harms related to misuse requires the implementation of





effective programs and policies that address substance misuse across the lifespan ([Surgeon General's Report](#)).

Nicotine Prevention and Control

Smoking is the leading preventable cause of death in the United States. In Wyoming, smoking leads to approximately 800 deaths from smoking-related illnesses each year and nearly \$258 million in annual healthcare costs ([CDC](#)). The Surgeon General declared vaping an epidemic among youth and young adults in 2018.

Suicide Prevention

Wyoming has had one of the highest suicide rates in the country, historically double the national average. The frontier landscape provides challenges for accessing quality mental health care and increases social isolation. Nearly 70% of suicide deaths involved a firearm, and the most suicide deaths occur among white middle aged males (however females typically attempt suicide at a higher rate). Populations that are disproportionately affected include American Indians, the LGBTQI+ community, service members, and veterans. To prevent suicide attempts and deaths in Wyoming, community action is needed to create a sense of belonging, destigmatize mental health struggles, reduce access to lethal means, and improve access to resources.

Community Prevention Goals

1. Reduce the percent of Wyoming high school students [reporting](#) alcohol use in the past 30 days and reduce the percent of Wyoming high school students [reporting](#) marijuana use in the past 30 days
2. Reduce the percent of Wyoming adults [reporting](#) consuming 5 or more drinks (4 or more for females) on an occasion at least once in the last 30 days
3. Reduce the [rate](#) of all drug involved overdose deaths through primary prevention efforts
4. Reduce the percent of employed adults [reporting](#) exposure to secondhand smoke at their workplace and the number of adults reporting exposure to secondhand smoke in public places, indoors and outdoors
5. Reduce the percent of adults currently using nicotine/tobacco measured by the percent of adults [reporting](#) any tobacco use and the percent of adults reporting current e-cigarette use
6. Reduce the percent of Wyoming high school students [reporting](#) having vaped in the past 30 days
7. Reduce the suicide [rate](#) in Wyoming
8. Strengthen protective factors and reduce risk factors that impact substance use and mental health outcomes





Award Amounts

Funding will be allocated to counties as shown below. Each county will receive a base amount of \$157,500. The remaining funds will be allocated based on county population using the 2022 census data. Previously, 2020 population information was used to determine funding allocations.

County	2025/2026 Allocation	County	2025/2026 Allocation
Albany	\$443,854	Natrona	\$756,855
Big Horn	\$246,762	Niobrara	\$175,420
Campbell	\$511,823	Park	\$387,285
Carbon	\$266,994	Platte	\$222,592
Converse	\$261,301	Sheridan	\$399,166
Crook	\$213,580	Sublette	\$223,481
Fremont	\$454,704	Sweetwater	\$468,807
Goshen	\$252,085	Teton	\$332,839
Hot Springs	\$192,045	Uinta	\$313,451
Johnson	\$223,232	Washakie	\$215,620
Laramie	\$915,892	Weston	\$209,152
Lincoln	\$313,059	Total Allocation	\$8,000,000

Applicants are encouraged to apply for funding amounts that are appropriate and reasonable for the county's identified needs and strategies in each of the six focus areas: underage alcohol, youth marijuana use, adult overconsumption of alcohol, tobacco use, opioid/prescription drug misuse/abuse and other drugs, and suicide.

Target ranges of funding for each focus area are provided below.

- 20%-26% Underage Alcohol Use and Youth Marijuana Use
- 20%-26% Adult Overconsumption of Alcohol
- 22%-28% Tobacco Prevention
- 4%-10% Opioid/Prescription Drug Misuse/Abuse and Other Drugs
- 22%-28% Suicide Prevention





Strategic Prevention Framework Partnerships for Success (SPF PFS)

Wyoming is one of five states that receives the SPF PFS 2020 competitive grant. Wyoming's application for funding targeted preventing youth marijuana use and underage drinking and allocated funds based on final scores of a needs assessment that ranked counties based on prevalence data and number of people affected with the following goals:

Goal 1: Increase capacity and infrastructure of Wyoming's prevention system to support youth substance use prevention by raising the average overall capacity score from 3 to 4 by June 30, 2025.

Goal 2: Community Prevention Grantees will reduce rates of underage drinking among 12-20 year olds and meet identified short-term and intermediate outcomes and objectives as measured by a change in rates and other established criteria by June 30, 2025.

SPF PFS Funding Allocations

Counties should budget funding for the amount listed in Table 2 between underage alcohol use, youth marijuana, and capacity enhancement. It is important to note that personnel time spent working on underage alcohol use and youth marijuana use can be included as part of the budget. A budget estimate for the funds allocated to SPF PFS activities can be found on the work plan Instructions & Summary tab using an estimated 25% of personnel effort. This grant ends August 30, 2025.

Table 2: SPF PFS Allocations by County

County	2025 Allocation	County	2025 Allocation
Albany	\$41,576	Natrona	\$55,435
Big Horn	\$23,098	Niobrara	\$23,098
Campbell	\$52,355	Park	\$38,497
Carbon	\$46,196	Platte	\$26,178
Converse	\$46,196	Sheridan	\$49,276
Crook	\$15,399	Sublette	\$15,399
Fremont	\$44,656	Sweetwater	\$53,895
Goshen	\$35,417	Teton	\$46,196
Hot Springs	\$27,718	Uinta	\$29,258
Johnson	\$32,337	Washakie	\$36,957
Laramie	\$52,355	Weston	\$29,258
Lincoln	\$29,258	Total Allocation	\$850,000





Expectations

To meet the goals of the CPG program, grantees should use the funding to support the expectations identified below. The list below does not include all grant expectations.

*Denotes federally funded required activities

- **Assessment:**
 - Use county-level data and state level data to assess needs and identify risk and protective factors and appropriate evidence-based strategies for each of the six focus areas and capacity enhancement.*
 - Use data to select a population disproportionately affected by each focus area.*
- **Work plan:**
 - Collaborate community prevention activities with a community coalition that uses the Strategic Prevention Framework (SPF) process to develop the work plan.
 - The SPF represents a five-step, data-driven process used to: assess needs (Step 1); build capacity (Step 2); engage in a strategic planning process (Step 3); implement a comprehensive, evidence-based prevention approach (Step 4); and evaluate the implementation and related outcomes (Step 5). The use of the SPF process is critical to ensuring that communities work together to use data-driven decision-making processes to develop effective prevention strategies and sustainable prevention infrastructures.*
 - Identify evidence-based strategies (EBS) for substance use, tobacco, and suicide prevention services and activities. The term evidence-based refers to whether the intervention has evidence from research or evaluation, showing that it is effective under a particular set of circumstances.*
 - The CPG Risk and Protective Factor and EBS List have been made available with this application. The State Epidemiology Outcomes Workgroup (SEOW) evidence-based subcommittee is available to review any strategies that a county would like WDH-PHD to consider that are not included on this list. A strategy may be considered evidence-based if it fulfills one of the following three conditions:
 - It is included in a federal government register of evidence-based interventions.
 - It is reported in peer-reviewed journals (with positive effects on the primary targeted outcome).
 - When no appropriate interventions are available through the first two primary resources on evidence-based interventions, then





community prevention specialists may identify other sources of evidence and coordinate with WHD-PHD for relevance.

- Work plan must be detailed with culturally appropriate policy, systems, and environmental (PSE) strategies and activities which seek to improve health equity.
- **Travel**
 - Annual CPG Fall Summit in Casper (Mandatory)
 - Mandatory CPG meeting for all awardees. We expect the Fall Summit to be held the first week of October each year. The 2024 meeting will be held September 30th - October 2nd 2024 in Casper, Wyoming. The Fall Summit Planning Committee is responsible for planning the event.
 - Suicide Symposium in Casper (Optional)
 - October 3rd and 4th 2024
 - Semi-Annual Spring Fling (Spring of the first year - Highly Recommended)
 - The WDH-PHD Prevention Technical Assistant in coordination with prevention specialists will facilitate an in-person meeting for prevention specialists.
 - Semi-Annual Work Plan Workshop (Spring of the second year- Mandatory)
 - The WDH-PHD Prevention Technical Assistant will facilitate four different workshop meetings, one for each region. WDH-PHD, in coordination with prevention specialists, will determine a location and time for this in-person meeting.
- **Tobacco Specific Requirements:**
 - Collaborate with WDH-PHD to determine the minimum number of people within the selected population related to tobacco prevention and control that will be reached by the PSE strategies and activities.
 - Implement at least one strategy to meet each of the goals under Office on Smoking and Health (OSH). The four goals are: prevent initiation of tobacco use among youth and young adults, promote quitting among adults and youth, eliminate exposure to secondhand smoke, and advance health equity by identifying and eliminating commercial tobacco product-related inequities and disparities.*
- **Reporting:**
 - Monthly: Collect and report data related to performance monitoring and evaluation to WDH-PHD to meet its obligations to federal grants and state funders using the required data collection system.*
 - Participate in additional data collection efforts as requested by WDH-PHD to meet its obligations to federal grants and state funders.*
 - Maintain record of evaluation efforts in grant files to include any pre- and post-assessments and fidelity checks related to program implementation.





- **Additional Requirements:**

- Ensure adequate staffing to contribute to the programmatic development or execution of the grant deliverables in a substantive, measurable way. Staff should be responsible for grant administration, reporting, and compliance.
- Ensure grant compliance through adequate county staff even if the services are contracted with a third party.
- Follow all applicable laws, rules, and funding requirements.
- Ensure any individually identifiable health information or any data that constitutes protected health information under the Health Insurance Portability and Accountability Act (HIPAA) will not be collected, obtained, or shared directly or indirectly without written permission from the WDH-PHD.
- Implement, and update as appropriate, approved community five-year strategic plan developed in the previous grant cycle.
- Ensure evidence-based programs are implemented to fidelity, even when implemented by a third party.





Restricted Activities

CPG funds cannot be used for the activities or services listed below. This list only includes more common restricted activities and is not intended to be all-inclusive. For questions concerning the allowability of an activity or to discuss a potential exception, please email your questions to wdh.prevention@wyo.gov.

- Funding activities or efforts intended to influence government officials or elected representatives in regard to appropriation(s), legislation or legislative policy. Activities include, but are not limited to, requests for appropriations, or unsolicited opinions on legislative changes that affect the delivery of prevention programs using any means of communication. Education on the impact of tobacco, substance use and suicide at the community level is allowed. This restriction does not apply to elected county officials or their representatives not directly employed with CPG funding, and community coalition members not directly employed with grant funding. However, funding from this Grant may not be used to fund such activities.
- Funding education on driving under the influence or driving while intoxicated.
- Funding individual substance abuse assessments.
- Funding individual client services.
- Funding capital construction projects or the purchase of buildings or other long-term capital investments.
- Funding for endowments, Religious purposes, grants to individuals, or payment of deficits or retirement of debt.
- Funding cannot supplant or be used to pay for services, staff, programs, or materials that would otherwise be paid with state or local funds.
- Funding programs or services that deny service based on sex, color, race, religion, national origin, sexual orientation, or disability.
- Funding programs or organizations with a direct conflict of interest.
- Funding alcoholic beverages, tobacco products, other drug products, and costs of entertainment, including amusement, diversion, and social activities.
- Funding for contributions, donations, or gifts.





Application Schedule

February 20, 2024	Request for Application is released
April 30, 2024	Community Prevention Grant Work Plans due for consideration
May 15, 2024	WDH-PHD work plan and budget feedback to counties
May 28, 2024	Joint county and WDH-PHD approval for the work plan complete
May 31, 2024	Community Prevention Grant Applications due by survey
July 1, 2024	CPG award period begins.*
June 30, 2026	End of CPG award period

*Please note: Application and joint county and WDH-PHD approval for the work plan and budget must occur before payments on the 25/26 Contract will be made.

Grant Application Webinar

What: The Community Prevention Unit will facilitate three different online webinars. Applicants should attend at least one.

Purpose: Meetings will cover the 25/26 Community Prevention Grant Program requirements, highlight changes to the work plan templates, and answer questions.

When:

February 23rd	9 am
February 26th	1 pm
February 29th	3 pm

Visit the [CPG Calendar](#) for the webinar links.

Work Plan Workshops

What: WDH-PHD Prevention Technical Assistant will facilitate four different in-person workshop meetings, one for each region.

Purpose: Meetings will provide an opportunity to collaborate on prevention strategies, receive support on development of the work plan, which may include going over and creating logic models, answering questions, or connecting resources.

Tentative Schedule:

Region	Date	Location
Region 1	April 16th	Pinedale
Region 2	April 29th	Cheyenne
Region 3	April 24th	Newcastle
Region 4	April 25th	Cody





Application Submission and Review

1. WDH-PHD will share a combined CPG work plan and budget template through Google Sheets with the designated Prevention Specialist by February 20, 2024. Counties must use the provided template. CPG work plan and budgets will be working documents that will be housed by WDH-PHD.
2. Direct any requests or questions to wdh.prevention@wyo.gov.
3. Applications should be submitted by May 31st through this survey: <https://redcap.link/bpbwuce>.
4. Each proposal will be reviewed individually and are not considered competitive. Applications will be reviewed based on the needs of the communities as justified through data, strategies chosen, and the funding requests in the application. The WDH-PHD reserves the right to accept or request changes to any proposal.
5. Due to the varied funding sources (Federal Funds, Tobacco Settlement Funds, and State General Funds) available, County may work with WDH-PHD on final amounts allocated for each focus area and grant deliverables.





Application Requirements

The Biennium 25/26 application will be submitted through an online survey:

<https://redcap.link/bpbiwuce>.

All pieces must be complete before submitting. Below are the questions that will be asked on the survey.

A. Contact Information

1. County-Level Grant Manager
2. Community Prevention Specialist

B. Abstract

Provide a summary of the county and the application, by answering the following questions:

1. Who was involved in developing this application and prevention plan?
2. What are the key prevention needs in the county and how were the prevention needs in the county identified and prioritized?
3. How will the proposed plan address identified needs?
4. What key populations have you identified for targeted interventions? Examples may include pregnant women/teens, service members, veterans and their families, economically disadvantaged, and LGBTQ+
5. How did you identify the key population(s)?





C. Work Plan/Budget

Through a collaborative effort with one or more local coalitions focused on substance use prevention and suicide prevention, complete logic models for the five focus areas: underage alcohol and youth marijuana use, adult overconsumption of alcohol, tobacco use, opioid/prescription drug misuse/abuse and other drugs, and suicide. Capacity enhancement efforts should be included with the strategy that it supports. Several evidence-based risk and protective factors have been identified through prioritization using data analysis at the state level and should be used to guide county level efforts. Logic models should then be used to complete the detailed work plan and budget. The work plan/budget template will be shared as a Google Sheet workbook provided along with this document. Use of the template is required for the application.

The work plan should include evidence-based strategies to address each of the four nationally recognized tobacco prevention and control goals outlined in the [CDC Best Practices for Comprehensive Tobacco Control Programs](#) and strategies that align with the [national](#) and state suicide prevention goals. Include the following components in the work plan for tobacco prevention and control:

- Strategies to reduce disparity related to tobacco use, dependence, and secondhand smoke in the selected population.
- Provide training opportunities.

Strategies have been identified based on risk and protective factors and are available through a drop-down menu on the work plan/budget template. An associated "[CPG Risk and Protective Factors and FBS List](#)" is included with this application that provides additional details regarding these strategies. Strategies in the work plan must be culturally appropriate policy, systems, and environmental (PSE) strategies and activities which seek to improve health equity.

Provide a detailed budget and justification for the entire amount of funding requested. Download from Google Sheets into an Excel document to upload with the application.

E. Certificate of Authorization

Submit a Certificate of Authorization signed by the Grant Manager. The Grants Manager should be the county-level person responsible for the Community Prevention Grant oversight to include administration, tracking, reporting, and grant compliance. This person cannot be the Community Prevention Specialist.

F. Certificate of Collaboration





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Submit a Certificate of Collaboration signed by an authorized representative of the local coalition. This person cannot be the Community Prevention Specialist.

Certificate of Authorization

BY SUBMISSION OF AN APPLICATION:

I certify to the best of my knowledge that the information and budgets contained in this application are correct.

I certify that the work plan was completed through a collaborative effort with one or more local coalitions focused on substance abuse prevention and suicide prevention.

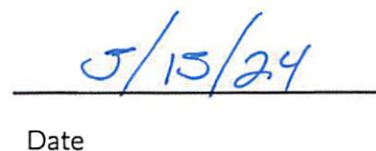
I certify that the applicant will comply with all Federal regulations, policies, guidelines, and requirements for funding awarded through this grant.

I certify that this project will be conducted in accordance with funding source requirements and the assurances provided within this application for funding awarded through this grant.

I have been authorized by the County's governing body to submit this application.



Signature of Grant Manager



Date





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Certificate of Collaboration

BY SIGNATURE OF THIS CERTIFICATION:

I certify that the logic models for the six focus areas and capacity enhancement was completed through a collaborative effort with the local coalition focused on substance use prevention and suicide prevention.

I certify that the coalition reviewed local and state data to understand the needs and prioritize risk and protective factors and appropriate evidence-based strategies for each of the six focus areas and capacity enhancement.

I certify that the work plan was reviewed by a majority of the coalition members.

I have been authorized by the local coalition to submit this certificate of collaboration.

Signature of Authorized Coalition Member

Date





Appendix A. Instructions for Completing Work Plan/Budget

Instructions & Summary

This tab is automatically populated with information from the other tabs. This tab provides a summary of expenses. The tab also calculates an estimated percentage of funding budgeted to each focus area to estimate final expenditures falling within the target range as outlined in the application. County can make adjustments to the estimated percentage of time allocated to each focus area, which will update the amount of funding allocated to each focus area.

Requested Budget

Sections A. Personnel, B. Equipment and Supplies, C. Operational Supports, D. Website and Social Media/Community Presence, E. Community Coalitions and Workforce Development, and G. Indirect Costs will be requested on this tab. Section F. Community Prevention Service Implementation will populate from the other tabs.

- A. **Personnel** - List all staff for whom you are requesting salary reimbursement in this section. Please provide detail in justification regarding calculation of fringe benefits.
- B. **Equipment and Supplies** - List estimated equipment and office supply expenses.
- C. **Operational Supports** - List estimated operational expenses such as office space, internet, phone, and subscriptions.
- D. **Website and Social Media/Community Presence** - List estimated expenses to maintain a website and social media/community presence. Media expenses not directly tied to a prevention strategy should be listed here. Expenses for this category should not exceed 10% of your budget, justification will need to be provided for anything over 10%. Please note - WDH-PHD maintains a [Social Media Toolkit Calendar](#) with free assets as well as a [Social Media Toolkits and Shareables](#) resource.
- E. **Community Coalitions and Workforce Development** - List estimated expenses related to managing the community coalition to include food and travel expenses for meetings. Include estimated expenses for the Annual CPG Fall Summit to Casper and any of the optional in-person meetings if planning to attend. Conferences that cannot be directly tied to a strategy should also be listed here.
- F. **Community Prevention Services Implementation** - Will populate when other tabs are completed.
- G. **Indirect Costs** - List the percent of indirect costs you would like to claim in column F 81. Indirect costs cannot be more than 10%.





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Focus Areas

Complete the logic model and associated strategy budgets for each focus area. Reach out to WDH-PHD if you need additional strategy or budget lines.

Complete Logic Model

Logic models should be completed in coordination with the local prevention coalition utilizing the [strategic prevention framework](#).

Underage Drinking and Youth Marijuana Logic Model						
Problem	Underage Drinking and Youth Marijuana Risk/Protective Factors	Data Indicator (Data related to the risk/protective factor)	Strategy	Process Measures/Outputs (Measurable activities that are implemented and tracked)	Short-Term Outcomes (Changes in a direct result of the strategy to the community)	Long-term Outcome (Changes in a direct result of the strategy)
1	Excess retail sales	70% of high school students report the absence of local drunk from a convenience store. Report store for an underage POSA	Compliance checks	Conduct 60 retail compliance checks with a compliance rate of 50%	Decrease the percent of high school students reporting absence of local drunk from a convenience store. Report store for an underage POSA	<p>Reduce the percent of high school students reporting alcohol use in the past 30 days. CMA</p> <p>Reduce the percent of high school students reporting marijuana use in the past 30 days. CMA</p>
2						
3						
4						
5						

Risk/Protective Factors - Evidence-based risk and protective factors have been identified and included using data as summarized in the CPG Risk and Protective Factors and EBS List ([List](#)). Risk and protective factors associated with the focus area are available via drop down to include in the logic model. Coalitions should prioritize risk/protective factors based on importance and changeability factors in their community. Details on the prioritization should be provided under community conditions.

Note: We acknowledge that strategies should be chosen that target multiple, not single risk/protective factors. For the purposes of this application, please pick the factor with the highest importance and changeability factors for your community. We encourage you to maintain a separate logic model which includes more detail than is provided in this work plan.

Data Indicator - Write a data indicator statement that connects to the risk/protective factor chosen. The source of the data should be included in the statement. Potential data indicators for each risk/protective factor can be found on the [List](#), although you are not limited to those data indicators alone.

Strategy - Potential evidence-based strategies have been identified for each risk/protective factor and can be found on the [List](#). All identified strategies are available via drop down. Coalitions should choose strategies based on the evidence-based foundation, practical fit, and conceptual fit for their community. Details on the choice of strategy should be provided under community





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conditions. All strategies that the Community Prevention Specialist spends time implementing should be included in the work plan, even if there is not an associated budget.

Note: Strategies should be listed in only one focus area. Pick the one that most closely aligns with the purpose of the chosen strategy.

Process Measures/Outputs - Write a process measure/output statement that connects to the strategy chosen. This will often be what will be entered into the Prevention Reporting & Evaluation System (PRES) in [REDCap](#) when the strategy is implemented. Be sure you pick something that is measurable and plan ahead to ensure you track the process measure/output. This will become part of the automatically generated evaluation statement.

Short-Term Outcome - Write a short-term outcome that expresses the change you expect to see as a direct result of the strategy to the data indicator. When possible, short-term outcomes should be written in the following format, "To increase/decrease (risk and protective factor) by (how much), by (when, as measured by (indicator)). This will become part of the automatically generated evaluation statement.

Long-term Outcome - Long-term outcomes are the overall goals of the Community Prevention Grant Program and are included for you.

Work Plan Budget

Budgets should be completed for each strategy.

Strategy 1: Compliance checks		Status: WOH Review Requested				
Target Population Level (IOM):	Universal/Indirect					
Description:	Contract with Sheriff's office to conduct compliance checks					
Community Conditions: What is the community capacity (resources and readiness)? Describe prioritization (importance and changeability) of risk/protective factors. Why did the community choose this strategy (evidence-based foundation, practical fit, conceptual fit)?	Community Capacity: The Sheriff's Office has the resources and readiness to assist with compliance checks. Prioritization: During the coalition planning meeting, source of last drink coming from convenience stores, liquor stores, bar or restaurant was identified as having high changeability and importance as it was the most frequently reported source of last drink for high school students in our community. Coalitions members also reported hearing from youth of liquor store locations in towns that will sell to underage youth. Strategy: This strategy has been found to be effective at preventing underage sales, this strategy enhances the ordinance that requires Responsible Beverage Service training in the county.					
Evaluation Statement: How will you know you accomplished your goals? Expected Process Measures/Outputs and Short-term Outcome	Track 60 valid compliance checks with a compliance rate of 50% to see expected Decrease in the percent of high school students reporting source of last drink from a convenience store, liquor store, bar or restaurant. PNA					
Budget for Underage Drinking and Youth Marijuana Strategy 1: Compliance checks						
Purchases - Items - Contractor	Cost per Item	# of Items/months	Year Requested	Year 1 Budget	Year 2 Budget	Line Total
Contract with the Sheriff's Office to conduct 60 compliance checks	\$50.00	60	Year 1	\$3,000.00	\$0.00	\$3,000.00
			Year 2	\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00

Target Population Level (IOM) - Select the target population level Institute of Medicine (IOM) category for each strategy. This will be used for federal reporting purposes and is not required for nicotine or suicide budgets.

- Universal Direct:** Interventions directly serve an identifiable group of participants but who have not been identified on the basis of individual risk (e.g., school curriculum, after school program, parenting class). This also could include interventions involving interpersonal and ongoing/repeated contact (e.g., coalitions).





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- **Universal Indirect:** Interventions support population-based programs and environmental strategies (e.g., establishing ATOD policies, modifying ATOD advertising practices). This also could include interventions involving programs and policies.
- **Selective:** Selective prevention strategies target subsets of the total population that are deemed to be at risk for substance abuse by virtue of their membership in a particular population segment—for example, children of adult alcoholics, dropouts, or students who are failing academically. Selective prevention targets the entire subgroup regardless of the degree of risk of any individual within the group.
- **Indicated:** Indicated prevention strategies are designed to prevent the onset of substance abuse in individuals who do not meet Diagnostic and Statistical Manual of Mental Disorders (DSM-IV) criteria for addiction, but who are showing early danger signs, such as falling grades and consumption of alcohol and other gateway drugs. Indicated prevention approaches are used for individuals who may or may not be abusing substances, but exhibit risk factors that increase their chances of developing a drug abuse problem. Indicated prevention programs address risk factors associated with the individual, such as conduct disorders, and alienation from parents, school, and positive peer groups. Less emphasis is placed on assessing or addressing environmental influences, such as community values.

Description - Enter a brief description of strategy implementation. This will be included by WDH-PHD into the CPG Budget Summary on REDCap.

Community Conditions - Briefly discuss the community conditions that lead to the decision to implement the chosen strategy. Consider community capacity (resources and readiness, prioritization of risk/protective factor, and importance and changeability), and how the strategy is a practical and conceptual fit for the community.

Evaluation Statement - This will be populated from the logic model above.

Purchase Items - Complete with necessary detail to understand what is being requested and purchased. When appropriate, indicate contract and subrecipient relationships in the description. Promotional items should be a separate line item and easy to identify. All expenses should meet the expectations and allowability guidelines as set forth in this application document.

Budget Justification - Provide additional detail that will be helpful to support the requested expenses or to provide additional information that doesn't fit in the purchase items table.

Example work plan/budget template can be found on the CPG Team Site.



**GRANT AGREEMENT BETWEEN
WYOMING DEPARTMENT OF HEALTH, PUBLIC HEALTH DIVISION
AND
LARAMIE COUNTY**

1. **Parties.** The parties to this Grant Agreement (Agreement) are Wyoming Department of Health, Public Health Division (Agency), whose address is: 122 West 25th Street, 3rd Floor West, Cheyenne, Wyoming 82002, and Laramie County (County), whose address is: 309 West 20th Street, Cheyenne, Wyoming 82001. This Agreement pertains to the Community Prevention Unit.
2. **Purpose of Agreement.** The purpose of this Agreement is to set forth the terms and conditions by which the County shall use funds for activities designed to prevent the use, misuse, or abuse of tobacco, alcohol, or controlled substances, and activities designed to prevent suicide through the Community Prevention Grant Program.
3. **Term of Contract.** This Agreement is effective when all parties have executed it (Effective Date). The Performance Period of this Agreement is from July 1, 2024, through June 30, 2026. All services shall be completed during this Performance Period. This Agreement may be extended twice by agreement of both parties in writing and subject to the required approvals. There is no right or expectation of extension and any extension will be determined at the discretion of the Agency.
4. **Payment.**
 - A. The Agency agrees to pay the County for the services described in Section 5, below, and in Attachment A, Statement of Work, which is attached to and incorporated into this Agreement by this reference. Total payment under this Agreement shall not exceed nine hundred fifteen thousand, eight hundred ninety-two dollars (\$915,892.00). Federal funds are provided under the following Assistance Listing Numbers: 93.243, 93.959, and 93.387. Payment shall be made within forty-five (45) days after submission of invoice pursuant to Wyo. Stat. § 16-6-602. County shall submit invoices in sufficient detail to ensure that payments may be made in conformance with this Agreement and corresponding State and Federal regulations.
 - B. No payment shall be made for work performed outside of the Performance Period of this Agreement. Should the County fail to perform in a manner consistent with the terms and conditions set forth in this Agreement, payment under this Agreement may be withheld until such time as the County performs its duties and responsibilities to the satisfaction of Agency.
 - C. When the Contractor is working at a location requiring an overnight stay, the Contractor shall be reimbursed at the rates set out in Wyo. Stats. §§ 9-3-102 and 9-3-103.
5. **Responsibilities of County.** The County agrees to:

- A. Provide the services and comply with the duties described in Attachment A, Statement of Work.
- B. Complete and ensure that Attachment B, Point of Contact Information Form, which is attached and incorporated into this Agreement by this reference, remains updated to reflect the designation and authority of required personnel. County will be responsible for updating the Point of Contact Information Form as necessary.
- C. In the event that the County will not be expending the full funding amount allocated in this Agreement, the County will complete Attachment C, Diversion of Funds Form, which is attached and incorporated into this Agreement by this reference, granting the Agency the right to repurpose funding to projects supporting community prevention efforts in Wyoming.

6. **Responsibilities of Agency.** The Agency agrees to:

- A. Pay County in accordance with Section 4 above.
- B. Provide support as described in Attachment A.
- C. Monitor and evaluate the County's compliance with the conditions set forth in this Agreement.

7. **Special Provisions.**

- A. **Assumption of Risk.** The County shall assume the risk of any loss of state or federal funding, either administrative or program dollars, due to the County's failure to comply with state or federal requirements. The Agency shall notify the County of any state or federal determination of noncompliance.
- B. **Environmental Policy Acts.** County agrees all activities under this Agreement will comply with the Clean Air Act, the Clean Water Act, the National Environmental Policy Act, and other related provisions of federal environmental protection laws, rules or regulations.
- C. **Human Trafficking.** As required by 22 U.S.C. § 7104(g) and 2 CFR Part 175, this Contract may be terminated without penalty if a private entity that receives funds under this Agreement:
 - (i) Engages in severe forms of trafficking in persons during the period of time that the award is in effect;
 - (ii) Procures a commercial sex act during the period of time that the award is in effect; or

- (iii) Uses forced labor in the performance of the award or subawards under the award.
- D. **Kickbacks.** County certifies and warrants that no gratuities, kickbacks, or contingency fees were paid in connection with this Agreement, nor were any fees, commissions, gifts, or other considerations made contingent upon the award of this Agreement. If County breaches or violates this warranty, Agency may, at its discretion, terminate this Agreement without liability to Agency, or deduct from the agreed upon price or consideration, or otherwise recover, the full amount of any commission, percentage, brokerage, or contingency fee.
- E. **Limitations on Lobbying Activities.** By signing this Agreement, County certifies and agrees that, in accordance with P.L. 101-121, payments made from a federal grant shall not be utilized by County or its subcontractors in connection with lobbying member(s) of Congress; or any federal agency in connection with the award of a federal grant, contract, cooperative agreement, or loan.
- F. **Monitoring Activities.** Agency shall have the right to monitor all activities related to this Agreement that are performed by County or its subcontractors. This shall include, but not be limited to, the right to make site inspections at any time and with reasonable notice; to bring experts and consultants on site to examine or evaluate completed work or work in progress; to examine the books, ledgers, documents, papers, and records pertinent to this Agreement; and to observe personnel in every phase of performance of Contract related work.
- G. **Nondiscrimination.** The County shall comply with the Civil Rights Act of 1964, the Wyoming Fair Employment Practices Act (Wyo. Stat. § 27-9-105, *et seq.*), the Americans with Disabilities Act (ADA), 42 U.S.C. § 12101, *et seq.*, and the Age Discrimination Act of 1975 and any properly promulgated rules and regulations thereto and shall not discriminate against any individual on the grounds of age, sex, color, race, religion, national origin, or disability in connection with the performance under this Agreement.
- Federal law requires the County to include all relevant special provisions of this Agreement in every subcontract awarded over ten thousand dollars (\$10,000.00) so that such provisions are binding on each subcontractor.
- H. **No Finder's Fees:** No finder's fee, employment agency fee, or other such fee related to the procurement of this Agreement, shall be paid by either party.
- I. **Publicity.** Any publicity given to the projects, programs, or services provided herein, including, but not limited to, notices, information, pamphlets, press releases, research, reports, signs, and similar public notices in whatever form, prepared by or for the County and related to the services and work to be performed under this Agreement, shall identify the Agency as the sponsoring agency and shall not be released without prior written approval of Agency.

- J. Suspension and Debarment.** By signing this Agreement, County certifies that neither it nor its principals/agents are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction or from receiving federal financial or nonfinancial assistance, nor are any of the participants involved in the execution of this Agreement suspended, debarred, or voluntarily excluded by any federal department or agency in accordance with Executive Order 12549 (Debarment and Suspension), 44 CFR Part 17, or 2 CFR Part 180, or are on the debarred, or otherwise ineligible, vendors lists maintained by the federal government. Further, County agrees to notify Agency by certified mail should it or any of its principals/agents become ineligible for payment, debarred, suspended, or voluntarily excluded from receiving federal funds during the term of this Agreement.
- K. Administration of Federal Funds.** County agrees its use of the funds awarded herein is subject to the Uniform Administrative Requirements of 2 C.F.R. Part 200, *et seq.*; any additional requirements set forth by the federal funding agency; all applicable regulations published in the Code of Federal Regulations; and other program guidance as provided to it by Agency.
- L. Copyright License and Patent Rights.** County acknowledges that federal grantor, the State of Wyoming, and Agency reserve a royalty-free, nonexclusive, unlimited, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, for federal and state government purposes: (1) the copyright in any work developed under this Agreement; and (2) any rights of copyright to which County purchases ownership using funds awarded under this Agreement. County must consult with Agency regarding any patent rights that arise from, or are purchased with, funds awarded under this Agreement.
- M. Federal Audit Requirements.** County agrees that if it expends an aggregate amount of seven hundred fifty thousand dollars (\$750,000.00) or more in federal funds during its fiscal year, it must undergo an organization-wide financial and compliance single audit. County agrees to comply with the audit requirements of the U.S. General Accounting Office-Government Auditing Standards and Audit Requirements of 2 C.F.R. Part 200, Subpart F. If findings are made which cover any part of this Agreement, County shall provide one (1) copy of the audit report to Agency and require the release of the audit report by its auditor be held until adjusting entries are disclosed and made to Agency's records.
- N. Non-Supplanting Certification.** County hereby affirms that federal grant funds shall be used to supplement existing funds, and shall not replace (supplant) funds that have been appropriated for the same purpose. County should be able to document that any reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds under this Agreement.
- O. Program Income.** County shall not deposit grant funds in an interest bearing account without prior approval of Agency. Any income attributable to the grant funds distributed under this Agreement must be used to increase the scope of the

program or returned to Agency.

- P. Health Equity.** The County shall ensure that services are equitable to under-resourced, socially disadvantaged, and ethnically diverse groups; provide services that are culturally and linguistically appropriate; collect demographic information, to the extent practicable; and engage in partnerships with other public or private providers to eliminate health disparities and improve the health of all people.

8. General Provisions.

- A. Amendments.** Any changes, modifications, revisions, or amendments to this Agreement which are mutually agreed upon by the parties to this Agreement shall be incorporated by written instrument, executed by all parties to this Agreement.
- B. Applicable Law, Rules of Construction, and Venue.** The construction, interpretation, and enforcement of this Agreement shall be governed by the laws of the State of Wyoming, without regard to conflicts of law principles. The terms "hereof," "hereunder," "herein," and words of similar import, are intended to refer to this Agreement as a whole and not to any particular provision or part. The Courts of the State of Wyoming shall have jurisdiction over this Agreement and the parties. The venue shall be the First Judicial District, Laramie County, Wyoming.
- C. Assignment Prohibited and Agreement Shall Not be Used as Collateral.** Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties set out in this Agreement without the prior written consent of the other party. The County shall not use this Agreement, or any portion thereof, for collateral for any financial obligation without the prior written permission of the Agency.
- D. Audit and Access to Records.** The Agency and its representatives shall have access to any books, documents, papers, electronic data, and records of the County which are pertinent to this Agreement. The County shall immediately, upon receiving written instruction from the Agency, provide to any independent auditor or accountant all books, documents, papers, electronic data, and records of the County which are pertinent to this Agreement. The County shall cooperate fully with any such independent auditor or accountant during the entire course of any audit authorized by the Agency.
- E. Availability of Funds.** Each payment obligation of the Agency is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation and which may be limited for any reason including, but not limited to, congressional, legislative, gubernatorial, or administrative action. If funds are not allocated and available for continued performance of the Agreement, the Agreement may be terminated by the Agency at the end of the period for which the funds are available. The Agency shall notify the County at the earliest possible time of the services which will or may be affected by a shortage of funds. No penalty shall accrue to the Agency in the event this provision is

exercised, and the Agency shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section.

- F. Award of Related Agreements.** The Agency may award supplemental or successor Agreement for work related to this Agreement or may award Agreements to other contractors for work related to this Agreement. The County shall cooperate fully with other contractors and the Agency in all such cases.
- G. Compliance with Laws.** The Contractor shall keep informed of and comply with all applicable federal, state, and local laws and regulations, and all federal grant requirements and executive orders in the performance of this Contract.
- H. Confidentiality of Information.** Except when disclosure is required by the Wyoming Public Records Act or court order, all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the County in the performance of this Agreement shall be kept confidential by the County unless written permission is granted by the Agency for its release. If and when County receives a request for information subject to this Agreement, County shall notify Agency within ten (10) days of such request and shall not release such information to a third party unless directed to do so by Agency.
- I. Entirety of Agreement.** This Agreement, consisting of ten (10) pages; Attachment A, Statement of Work, consisting of seven (7) pages; Attachment B, Point of Contact Information Form, consisting of one (1) page; and Attachment C, Diversion of Funds Form consisting of one (1) page, represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral. In the event of a conflict or inconsistency between the language of this Agreement and the language of any attachment or document incorporated by reference, the language of this Agreement shall control.
- J. Ethics.** County shall keep informed of and comply with the Wyoming Ethics and Disclosure Act (Wyo. Stat. § 9-13-101, *et seq.*) and any and all ethical standards governing County's profession.
- K. Extensions.** Nothing in this Agreement shall be interpreted or deemed to create an expectation that this Agreement will be extended beyond the term described herein. Any extension of this Agreement shall be initiated by the Agency and shall be accomplished through a written amendment between the parties entered into before the expiration of the original Agreement or any valid amendment thereto, and shall be effective only after it is reduced to writing and executed by all parties to the Agreement.
- L. Force Majeure.** Neither party shall be liable for failure to perform under this Agreement if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may

include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.

- M. Indemnification.** Each party to this Agreement shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend, or indemnify the other.
- N. Independent Contractor.** The County shall function as an independent contractor for the purposes of this Agreement and shall not be considered an employee of the State of Wyoming for any purpose. Consistent with the express terms of this Agreement, the County shall be free from control or direction over the details of the performance of services under this Agreement. The County shall assume sole responsibility for any debts or liabilities that may be incurred by the County in fulfilling the terms of this Agreement and shall be solely responsible for the payment of all federal, state, and local taxes which may accrue because of this Agreement. Nothing in this Agreement shall be interpreted as authorizing the County or its agents or employees to act as an agent or representative for or on behalf of the State of Wyoming or the Agency or to incur any obligation of any kind on behalf of the State of Wyoming or the Agency. The County agrees that no health or hospitalization benefits, workers' compensation, unemployment insurance, or similar benefits available to State of Wyoming employees will inure to the benefit of the County or the County's agents or employees as a result of this Agreement.
- O. Notices.** All notices arising out of, or from, the provisions of this Agreement shall be in writing either by regular mail or delivery in person at the addresses provided under this Agreement.
- P. Ownership and Return of Documents and Information.** Agency is the official custodian and owns all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the County in the performance of this Agreement. Upon termination of services, for any reason, County agrees to return all such original and derivative information and documents to the Agency in a useable format. In the case of electronic transmission, such transmission shall be secured. The return of information by any other means shall be by a parcel service that utilizes tracking numbers.
- Q. Patent or Copyright Protection.** The County recognizes that certain proprietary matters or techniques may be subject to patent, trademark, copyright, license, or other similar restrictions, and warrants that no work performed by the County or its subcontractors will violate any such restriction. The County shall defend and indemnify the Agency for any infringement or alleged infringement of such patent, trademark, copyright, license, or other restrictions.

- R. Prior Approval.** This Agreement shall not be binding upon either party, no services shall be performed, and the Wyoming State Auditor shall not draw warrants for payment, until this Agreement has been fully executed, approved as to form by the Office of the Attorney General, filed with and approved by A&I Procurement, and approved by the Governor of the State of Wyoming, or his designee, if required by Wyo. Stat. § 9-2-3204(b)(iv).
- S. Insurance Requirements.** County is protected by the Wyoming Governmental Claims Act, Wyo. Stat. § 1-39-101, et seq., and certifies that it is a member of the Wyoming Association of Risk Management (WARM) pool or the Local Government Liability Pool (LGLP), Wyo. Stat. § 1-42-201, et seq., and shall provide a letter verifying its participation in the WARM or LGLP to the Agency.
- T. Severability.** Should any portion of this Agreement be judicially determined to be illegal or unenforceable, the remainder of the Agreement shall continue in full force and effect, and the parties may renegotiate the terms affected by the severance.
- U. Sovereign Immunity and Limitations.** Pursuant to Wyo. Stat. § 1-39-104(a), the State of Wyoming and Agency expressly reserve sovereign immunity by entering into this Agreement and the County expressly reserves governmental immunity. Each of them specifically retains all immunities and defenses available to them as sovereigns or governmental entities pursuant to Wyo. Stat. § 1-39-101, et seq., and all other applicable law. The parties acknowledge that the State of Wyoming has sovereign immunity and only the Wyoming Legislature has the power to waive sovereign immunity. Designations of venue, choice of law, enforcement actions, and similar provisions shall not be construed as a waiver of sovereign immunity. The parties agree that any ambiguity in this Agreement shall not be strictly construed, either against or for either party, except that any ambiguity as to immunity shall be construed in favor of immunity.
- V. Taxes.** The County shall pay all taxes and other such amounts required by federal, state, and local law, including, but not limited to, federal and social security taxes, workers' compensation, unemployment insurance, and sales taxes.
- W. Termination of Agreement.** This Agreement may be terminated, without cause, by the Agency upon thirty (30) days written notice. This Agreement may be terminated by the Agency immediately for cause if the County fails to perform in accordance with the terms of this Agreement.
- (i) If at any time during the performance of this Agreement, in the opinion of the Agency, the work is not progressing satisfactorily or within the terms of this Agreement, then, at the discretion of the Agency and after written notice to the County, the Agency may terminate this Agreement or any part of it. As of the termination date, the County will be entitled to a pro rata payment for all work accomplished and accepted by the Agency; however, the

County shall be liable to the Agency for the entire cost of replacement services for the duration of the Agreement term.

- X. Third-Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties, and obligations contained in this Agreement shall operate only between the parties to this Agreement and shall inure solely to the benefit of the parties to this Agreement. The provisions of this Agreement are intended only to assist the parties in determining and performing their obligations under this Agreement.
- Y. Time is of the Essence.** Time is of the essence in all provisions of this Agreement.
- Z.. Titles Not Controlling.** Titles of sections and subsections are for reference only and shall not be used to construe the language in this Agreement.
- AA. Waiver.** The waiver of any breach of any term or condition in this Agreement shall not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.
- BB. Counterparts.** This Agreement may be executed in counterparts. Each counterpart, when executed and delivered, shall be deemed an original and all counterparts together shall constitute one and the same Agreement. Delivery by the County of an originally signed counterpart of this Agreement by facsimile or PDF shall be followed up immediately by delivery of the originally signed counterpart to the Agency.


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9. **Signatures.** The parties to this Agreement, either personally or through their duly authorized representatives, have executed this Agreement on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Agreement.

The Effective Date of this Agreement is the date of the signature last affixed to this page.

AGENCY:

Wyoming Department of Health, Public Health Division


Stefan Johansson, Director
Wyoming Department of Health

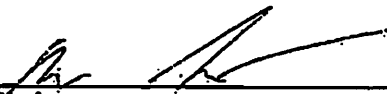
7-17-24
Date


Stephanie Pyle, MHA
Senior Administrator, Public Health Division

7-10-24
Date

COUNTY:

Laramie County


Chairman
Laramie County Board of Commissioners

JUL 02 2024
JUL 02 2024
Date

COUNTY ATTORNEY: APPROVAL AS TO FORM


Laramie County Attorney's Office

6-28-24
Date

COUNTY CLERK'S ATTESTATION


Laramie County Clerk

JUL 02 2024
JUL 02 2024
Date

ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM


Chandler Pauling, Assistant Attorney General

6-7-24
Date