

OFFICE OF ATTORNEY GENERAL
COMMUNITY DRUG ABUSE PREVENTION GRANT PROGRAM
Mini-Grant Guidelines
(Revised-July 2025)

OVERVIEW

The Community Drug Abuse Prevention (CDAP) Grant Program was created to foster parent, school and community groups in leading grassroots efforts to prevent the consequences of drug and alcohol abuse from harming Pennsylvanians, especially children and young adults.

According to the Substance Abuse and Mental Health Services Administration (SAMHSA), prevention and early intervention strategies can reduce the impact of substance use in America's communities. Prevention activities work to educate and support individuals and communities to prevent the use and misuse of drugs and the development of substance use disorders.

Research indicates that to effectively prevent drug abuse, it's crucial to focus on:

1. Education and Awareness
 - Risks of drug use
 - Consequences of drug use
 - Potential for addiction
2. Building Healthy Coping Mechanisms
 - Stress management
 - Emotional regulation
 - Positive relationships
3. Creating Supportive Environments
 - Community programs
 - Parental guidance
 - School-based programs
4. Seeking Help When Needed
 - Professional Support
 - Support Groups
5. Encouraging the Use of Specific Strategies
 - Resisting peer pressure
 - Setting personal goals
 - Avoiding temptation
 - Prioritizing self-care

APPLICANTS

Community-based organizations or coalitions, non-profit organizations, government entities, community groups and parent groups seeking funding for neighborhood based events that provide education, prevention, and/or intervention related to drug and alcohol abuse, including the violence and other consequences that these substances can cause.

DURATION

The performance period for the grant cannot exceed 12 months from the award date. The Office of Attorney General (OAG) must approve the grant application and a grant agreement must be signed prior to the OAG issuing any grant funds.

OBJECTIVES

- To educate the public, especially children, about the dangers of illegal drugs and alcohol, along with related law enforcement and recovery activity.
- To prevent drug and alcohol abuse and the violence and other consequences these substances can cause by encouraging interaction, collaboration and cooperation among community groups, parents, educators, students, businesses, and law enforcement agencies.
- To help develop and expand community groups and grassroots organizations dedicated to fighting drug and alcohol abuse and the violence and other consequences these substances can cause.
- To facilitate innovative, age appropriate drug and alcohol prevention programs.
- To increase engagement and strategic collaboration among high-risk populations and community-based organizations.
- To establish safe zones that promote social cohesion helping to foster a healthy community environment.
- To encourage and teach positive conflict resolution and healthy sustainable alternatives to drug and alcohol abuse and the violence and other consequences these substances can cause.

GRANT SIZE

- Applicants that are not a non-profit organization or a government entity, such as community groups or parent groups, are eligible for grants up to \$2,000.
- Applicants that are a 501(c)(3) or 501(c)(4) nonprofit organization or a governmental department or agency can seek grant funding over \$2,000. There is no set maximum amount.

CLOSING DATE

- Applications are reviewed by the OAG on a rolling basis; there is no closing date.

FUNDING

- The OAG will generally award grant funding on a reimbursement basis. The OAG may, in its sole discretion, provide partial or full payment upfront if the Applicant demonstrates significant financial hardship and a history of success with similar projects undertaken in the past.
- Applicants cannot charge participants for anything directly funded through this grant program.
- All grant expenditures must be made AFTER the grant is awarded. Expenses incurred prior to the grant approval and execution of a grant agreement are not reimbursable, unless specifically approved by the OAG in their sole discretion

ELIGIBILITY CRITERIA

- The Applicant's event/strategic initiative/project must adhere to the objectives listed above, and be dedicated to reducing the demand for, preventing, or providing an alternative to, drug and alcohol abuse and the violence and other consequences these substances can cause, by:
 - Providing Education and Awareness
 - Demonstrating or Instilling how to Build Healthy Coping Mechanisms
 - Creating Supportive Environments
 - Providing Support to Seek Help when Needed, or
 - Encouraging the Use of Specific Strategies.
- Applicants must carry out all activities funded by this grant program within the Commonwealth of Pennsylvania.
- Applicants will provide information highlighting anticipated length of project, number of people served, and how they plan to engage the target population.
- Applicants are encouraged to provide two letters of support from school administrators or teachers, respected community organizations or local government entities with which the Applicants have worked previously. These letters must be on official letterhead.

UNALLOWABLE EXPENDITURES

- Alcoholic beverages
- Cash on hand and secondary accounts
- Stored value cards
- Costs related to lawsuits
- Creation of endowments or scholarships
- Excessive food and beverage
- Extravagant or wasteful expenditures and entertainment
- Judicial trainings
- Loans
- Personal use or political gain, including but not limited to any purpose that creates the appearance that the funds are being used for political gain or personal benefit
- Political campaigns, including but not limited to contributions
- Purchase of items to be used by or for an entity other than the grantee
- Use of property purchased with grant funds by non-grantee personnel
- Uses contrary to State or Local Laws (i.e. Any purpose that would constitute an illegal or improper use of the funds under the laws, rules, regulations of the COMMONWEALTH)
- Administrative and personnel costs, including salaries
- Ongoing Facilities costs, including but not limited to previously existing leases, mortgages, and repair costs

PROCESS

- Applicant is required to register as a Pennsylvania Non-Procurement Vendor in order to receive funds. If Applicant does not have a vendor number at the time of applying, they must register and secure one prior to being awarded funds.
- Applicant must provide supplemental information or clarification when contacted by the OAG.
- Applicant will be notified if they are approved and are required to sign a grant agreement.
- Applicant will submit eligible copies of invoices, receipts, canceled checks, and/or bank statements that align with the expenditures approved on their application as proof of payment to begin the reimbursement process.
- Applicants receiving up-front payment are required to provide proof of payment as identified above, unless the application contained all receipts.
- Applicant will receive funds to the bank account registered with the Office of Budget Vendor Services.

Vendor Registration

For More information on registering as Non-Procurement Vendor, please contact the Office of Budget:

- <https://www.pa.gov/services/budget/>
- Telephone (toll-free): 877-HELP-363 (877-435-7363)
- Telephone (local): 717-346-2676

Contact Information

- Community Drug Abuse Prevention Grant Program, Office of Attorney General, 1600 Strawberry Square, Harrisburg, PA 17120
- 717-787-3391
- grants@attorneygeneral.gov