

Programming by Staff: **Alex**

Evidence Based, Unviersal School Setting Prevention Programs											
County	School	Name of Program	Grade	Number in Grade	Lessons	Travel Time	Total Travel	Prep	Pre/post	MPDS	Total
Marquette	Bothwell	Botvin's	6	28	15.00	0.50	7.50	15.00	4.25	1.25	43.00

Only school based services are entered here - 1 line/class see example. **DO NOT COMBINE ALL OF ONE GRADE INTO ONE LINE.**

Enter county, school & program, grade number & number of students estimated for that class & number of lessons. Enter total travel time/lesson (include both directions) in quarter hour increments (example 45 minutes would be .75).

Total travel is travel time X lessons, Prep time is calculated 1:1/lesson, Prepost is calculated 2 hrs + .15/ student to include the annual work, MPDS is calculated at .5 hrs + .05/lesson

Alternative to Suspension Prevention Programs											
County - Program Name	Referral Source	Selective OR Indicated	Youth OR Adult	Number of Participants	F:F Hours	Travel Time	Total Travel	Prep	Pre/post	MPDS	Total
Marquette - InDepth	Court System	Indicated		10	12.00	0.50	6.00	12.00	3.00	1.00	34.00

Only non-school based Prime for Life or InDepth is entered here - 1 line/class see example.

Enter county, referral source, selective or indicated, youth or adult, estimated participants, F:F hrs (per program fidelity standards for the population). Enter total travel time/lesson (include both directions) in quarter hour increments.

Total travel is travel time X lessons, Prep time is calculated 1:1/face to face hr, Prepost is calculated 3 hrs/group to include annual work, MPDS is calculated at 1 hr/group

Guiding Good Choices											
County	Number of Participants	Sessions	F:F Hours per Session	Travel Time	Total Travel	Prep	Pre/post	MPDS	Total		
Marquette	10	5.00	2.00	1.00	5.00	17.00	2.00	0.75	26.75		

Only GGC is entered here - 1 line/class see example.

Prep time includes 15 hours per session for promotion and recruitment.

Total travel is travel time X lessons, Prep time is 1:1/face to face hr + 15 hrs for promotion, Prepost is calculated 3 hrs/group to include the annual work, MPDS is calculated at 1 hr/group

Other Prevention Work

County	What	Number	F:F Hours	Travel Time	Total Travel	Prep	Pre/post	MPDS	Total
Marquette	Narcan Training	10	1.00	1.50	1.50	1.50	-	0.05	5.55

Use this area if staff are providing Narcan trainings. Do not include supervisory duties or other administrative duties.

Enter county, identify service, anticipated number of attendees, F:F hours, travel time (include both directions) and time for pre/post test IF they will be administered.

Total travel will = travel time, Prep time is calculated 1:1/face to face, MPDS is calculated at .05 * F:F

Notes:

Use this area if additional information is needed for Other Prevention Work

This is the number of hours calculation of all time above	Total hours for programming	109.30
ONLY HEALTH DEPARTMENTS - all staff cannot exceed 40 hours per county	Synar (Health Department staff only) actual with a max 40/county	
For additional non service hours - prorate based on FTE	Training & travel, agency training/meetings & site visit - actual w/max of 150	
Additional non-service hours specifically related to prevention services - prorate based on FTE	MOUs, meeting with schools, etc. - actual with a max of 120	
ONLY COORDINATORS	Coalition Work - actual with a max of 1,100 (coordinators only)	
		109.30
Based on full time 2,080 hrs	1 FTE	2,080.00
Enter hours estimated for time off and holidays - prorated based on FTE	Annual hours for time off including holidays	
2,080 full time hours	Total hours available	2,080.00
FTE to be used for budgeting	Total FTE based on available hours	0.05
Actual F:F hrs	Total face to face hours	30.00

Notes:

Please explain any unusual information or information on supervision or other information regarding hours not already included.

Alternative to Suspension Prevention Programs

County - Program Name	Referral Source	Selective OR Indicated	Youth OR Adult	Number of Participants	F:F Hours	Travel Time	Total Travel	Prep	Pre/post	MPDS	Total

Guiding Good Choices

County	Number of Participants	Sessions	F:F Hours per Session	Travel Time	Total Travel	Prep	Pre/post	MPDS	Total

Other Prevention Work

County	Program Name	Number of Attendees	F:F Hours	Travel Time	Total Travel	Prep	Pre/post	MPDS	Total
							-		
							-		
							-		
							-		
							-		

Notes:

<p>This is the number of hours calculation of all time above</p> <p>ONLY HEALTH DEPARTMENTS - all staff can not exceed 40 hours per county</p> <p>For additional non service hours - prorate based on FTE</p> <p>Additional non-service hours specifically related to prevention services - prorate based on FTE</p> <p>ONLY COORDINATORS</p> <p>Based on full time 2,080 hrs.</p> <p>Enter hours estimated for time off and holidays - prorated based on FTE</p> <p>2,080 full time hours</p> <p>FTE to be used for budgeting</p>	<p style="text-align: right;">Total hours for programming</p> <p style="text-align: right;">Synar (Health Department staff only) actual with a max 40/county</p> <p style="text-align: right;">Training & travel, agency training/meetings & site visit - actual w/max of 150</p> <p style="text-align: right;">MOUs, meeting with schools, etc. - actual with a max of 120</p> <p style="text-align: right; color: red;">Coalition Work - actual with a max of 1,100 (coordinators only)</p> <p style="text-align: right;">1 FTE</p> <p style="text-align: right;">Annual hours for time off including holidays</p> <p style="text-align: right;">Total hours available</p> <p style="text-align: right;">Total FTE based on available hours</p> <p style="text-align: right;">Actual F:F hrs.</p> <p style="text-align: right;">Total face to face hours</p>	<p>-</p> <p></p> <p></p> <p></p> <p></p> <p>-</p> <p>2,080.00</p> <p></p> <p>2,080.00</p> <p>-</p> <p>-</p>
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