



## College and University Grant Guidelines

### Approach to Application

#### 1) Outreach and Education

Provide information about the North Carolina Problem Gambling Program (NCPGP) and problem gambling to students, faculty and staff by the following: distribute promotional items with NCPGP logo, create an educational event or presentation, create curriculum for courses, send students and faculty to Sure Bet workshops, participate in Problem Gambling Awareness Month or integrate problem gambling into a health and wellness coalition. Coordination with graphics and design, peer health, social work, psychology and counseling departments is encouraged.

#### 2) Screening

Utilize screening questions in the counseling center, health center or financial aid department, send staff or students to the Sure Bet workshops or participate in the National Gambling Disorder Screening Day.

#### 3) Policy

Implement a campus policy on gambling.

### How the Grant Program Works

- The soft deadline for applications is May 30 with the final deadline of August 30. The first round of grants will be awarded on August 15. The second and final round of grants will be awarded on September 30.
- The grant award is official once the award letter and approved plan is returned to Alison Drain with the appropriate administrator's signature from the college or university.
- This is a reimbursement grant. The college or university grant department must send an invoice and an itemized expense report after services have been rendered or items purchased to the attention of Alison Drain. Invoices and itemized expenses can be sent monthly or by June 30 (following year).
- A midterm report is due by January 15 of each year.
- All changes to program outcomes and/ or program budget must get pre-approval by sending the original grant document with changes made in red adjacent to approved outcomes and/or budget.
- The outcomes or end-of-year report is due to Alison Drain by May 30.
- The grant program is competitive and each year grantees must reapply.

### Acceptable Uses of Funding

- Student stipends for problem gambling outreach, design, promotional work and research
- Prizes for artwork competitions such as designs for T-shirts, posters and brochures
- Fund the printing and distribution of educational materials on campus
- Fund educational events or presentations to students, faculty and staff
- Door prizes for attending problem gambling related talks or filling out surveys
- Public service announcement supplies such as software, projector, laptop or camera
- Print outreach materials with the NCPGP logo on T-shirts, water bottles etc.  
Any promotional item above \$40 must get pre-approval
- Sure Bet workshop registrations, lodging and mileage for students, faculty and staff to be reimbursed at the North Carolina Department of Health and Human Services state rate
- Guest speakers related to problem gambling (get pre-approval)

### Unacceptable Uses of Funding

- Faculty and staff stipends or fringe benefits
- Indirect costs such as office expenses and administrative expenses
- Fund another program's outreach materials

