
South Carolina Department of Disabilities and Special Needs
Head and Spinal Cord Injury Division
REQUEST FOR PROPOSALS

**Competitive Funding for *ThinkFirst* Injury Prevention Projects
State Fiscal Year 2018**

The Head and Spinal Cord Injury (HASCI) Division of South Carolina Department of Disabilities and Special Needs (SCDDSN) announces anticipated state funding for projects that will increase evidence-based *ThinkFirst* injury prevention efforts in our state. State and local non-profit organizations, consumer groups, and/or local DSN Boards are eligible and encouraged to apply. **Projects must be implemented between September 1, 2017 and June 30, 2018.**

The *ThinkFirst* National Injury Prevention Foundation, formally known as the National Head and Spinal Cord Injury Prevention Program, was first implemented nationally in 1986. *ThinkFirst* programs are aimed at helping young children, youth, and teens learn about personal vulnerability and the importance of making safe choices. *ThinkFirst* curricula and supplementary materials are research-validated and have received national and international recognition. More detailed information about the *ThinkFirst* program and establishing a chapter can be found at www.thinkfirst.org. Bonnie Muntz-Pope, BSN, RN, is the South Carolina *ThinkFirst* State Director. She can be contacted at (843)-814-0614 or b_kay@comcast.net.

Contingent upon available funding, it is estimated that 6-10 projects will be funded through a competitive selection process. Newly forming *ThinkFirst* chapters may apply for up to \$2,500; existing chapters may apply for up to \$1,700. Funding must include initial or renewal fees to *ThinkFirst* National Injury Prevention Foundation. Up to \$4000 may be awarded for a statewide project to recruit, train, and support Chapter leaders, Health Educators, and VIP Speakers. Notification will be made in August 2017 and SCDDSN will subsequently execute a contract with the selected organizations. A Final Project Report must be submitted to the HASCI Division by 7/15/18.

Proposals must focus on prevention of traumatic brain injury and/or spinal cord injury using *ThinkFirst* approaches. Leading causes of death and disability from such injuries in South Carolina include motor vehicle crashes, firearms, suffocation, falls, sports injuries, and violence. Examples of injury prevention initiatives are attached as Appendix B.

The Injury Project Selection Committee will consider the following criteria when evaluating proposals:

- focus on implementing *ThinkFirst* efforts with youth and teens (4th - 12th grade);
- utilization of trained Health Educators and VIP Speakers (people with TBI / SCI);
- inclusion / integration of injury prevention activities in local service delivery;
- linkages with local health education programs and/or local prevention initiatives;
- geographical dispersion of newly formed *ThinkFirst* chapters and partnering entities;
- appropriate project budget, implementation, and evaluation; and
- feasibility of project activities to continue.

Applications must be received by Monday, July 31, 2017. Applications for newly forming or existing *ThinkFirst* Chapters must include at least one Letter of Support from the school or community organization with which the chapter intends to collaborate. Faxed or E-mailed copies will not be accepted. One (1) original must be mailed or delivered to:

**Melissa Ritter, Director
Head and Spinal Cord Injury Division
SC Department of Disabilities and Special Needs**

**3440 Harden Street Extension, Suite 240
Post Office Box 4706
Columbia, South Carolina 29240**

South Carolina Department of Disabilities and Special Needs
Head and Spinal Cord Injury Division

FY-2018 *ThinkFirst* Injury Prevention Project Application

Project Title: _____

Total Funds Requested from SCDDSN: _____

Applicant Agency/Organization: _____

Project Coordinator: _____

Work Address: _____

City _____ State _____ Zip _____

Work Telephone: (____) _____ FAX Number: (____) _____

E-Mail Address: _____

Supervisor of Project Coordinator: _____

Work Address: _____

City _____ State _____ Zip _____

Work Telephone: (____) _____ FAX Number: (____) _____

E-Mail Address: _____

Agency/Organization to administer or serve as fiscal agent for the project contract:

Name: _____

Federal or Tax Identification Number: _____

Fiscal Administrator

Name and Title: _____

Work Address: _____

City _____ State _____ Zip _____

Work Telephone: (____) _____ FAX Number: (____) _____

E-Mail Address: _____

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***ThinkFirst* Injury Prevention Project Narrative**

All five (5) sections of the Project Narrative indicated below must be addressed:

I. Problem to be Addressed / Magnitude of Problem

Summarize the injury problem you propose to address in your statewide or local project.

Data concerning injury-related deaths and non-fatal injuries are available on the following two websites: www.scdhec.gov/injury www.scdps/ohs

II. Proposed Project Description

- 1) Project Goal: A broad statement of purpose of the proposed project.
- 2) Target Population: The target population for the project, including estimated number of individuals to be involved with or reached by the project.
- 3) Objectives: Discreet objectives to reduce the incidence or risk of injury. Each objective must be related to the goal of the project.
- 4) Approach: General strategies and activities to accomplish each objective

III. Collaboration/Partnerships

Identify the organization(s), agency (ies), or program(s) that will be involved in the proposed project.

For each identified entity, specify the type of involvement, such as sharing resources, conducting joint activities, collaboration with training, or additional funding source.

IV. Project Implementation Plan

Complete the form provided as Appendix A for each objective listed above in Section II. Specific activities to accomplish each objective must include responsible person(s), target group/number to be served, target dates, and a measure of documentation/evaluation.

V. Continuation Plan

Describe plans to continue or expand project activities after SCDDSN funding expires. Include other organizations, agencies, or programs to be involved in continuation, as well as possible sources of future funding.

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ThinkFirst Injury Prevention Project Budget

A. Estimated Expenditures

Salaries and equipment purchases are not funded within the scope of this contract.
Funds must be expended as proposed unless prior approval is given by the HASCI Division.

Supplies and Materials:

_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____

Other Expenses:

_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____

Total Expenditures: \$ _____

B. Estimated Revenue

Total funds requested from SCDDSN \$ _____

Funds from other sources available to this project \$ _____
Note source and designate use below,

Total Revenue: \$ _____

South Carolina Department of Disabilities and Special Needs
Head and Spinal Cord Injury Division

***ThinkFirst* Injury Prevention Project Certification**

Agency/Organization Officials Authorizing this Application:

Signature of Executive Director (or Designee)

Name and Title (Typed or Printed)

Date

Signature of Fiscal Administrator

Name and Title (Typed or Printed)

Date

Appendix A

South Carolina Department of Disabilities and Special Needs
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***ThinkFirst* Injury Prevention Project Implementation Plan**

Complete a separate form for each objective included in the proposed project description.

Goal: _____

Objective: _____

Activity	Person(s) Responsible for Activity	Target Group/ Number To be Served	Target Dates	Evaluation Methods (Examples: attendance logs, survey, pre and post-tests)

Appendix B

South Carolina Department of Disabilities and Special Needs
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Examples of *ThinkFirst* Injury Prevention Projects

Develop a new *ThinkFirst* chapter, partner to expand area of an existing chapter, or strengthen effectiveness of an existing chapter to:

1. Conduct statewide and/or local activities to raise awareness of traumatic brain injury / spinal cord injury and their common causes. Encourage community agencies and organizations to educate young children, youth, and teens about prevention of these lifelong disabilities.
2. Collaborate with schools and community organizations to offer *ThinkFirst* curricula to educate children, parents and teachers about prevention of unintentional injuries.
3. Expand on previous local prevention projects and offer programs statewide. Collaborate with school districts, community organizations, and HASCI Resource/Drop-In Centers.
4. Recruit and conduct training workshops for V.I.P. (Voices for Injury Prevention) speakers who are survivors of traumatic brain injury or spinal cord injury.

Recommended Community Organizations / Agencies for Collaboration:

South Carolina SAFE KIDS Coalitions
School Districts
Law Enforcement
Emergency Medical Services (EMS)
American Red Cross
Churches
Spinal Cord Injury Support Groups
Colleges / Universities
Local DDSN Boards – HASCI Divisions

Local Health Departments
After-School Programs
Child Development Centers
Recreation Departments
Bicycle Clubs
Motorcycle Clubs
Brain Injury Support Groups
Hospitals