

Organization Information

Program Area

Confirm the program area that your proposal addresses.

Problem Gambling-Workforce Development

Project Title

NCPG Workforce Development Initiative - Annual Nevada State Conference on Problem Gambling

Describe your project in one or two sentences.

The NCPG Workforce Development Initiative will provide continuing education, training and networking opportunities for Nevada professionals, to expand their knowledge of problem gambling prevention, treatment, research, recovery, and public policy. Primary service will be the Annual Nevada State Conference on Problem Gambling.

Request Amount

Enter the total amount of funds requested in this proposal for SFY16 (no decimals, round numbers only).

\$49,032

Organization Name

Nevada Council On Problem Gambling Inc

Legal Name

Nevada Council On Problem Gambling Inc

Also Known As

NCPG

Address

5552 S. Fort Apache Rd., #100

City

Las Vegas

State

NV

Postal Code

89148

Phone

702-369-9740

Extension

Fax

702-369-9765

E-mail Address

info@nevadacouncil.org

WWW Address

<http://www.nevadacouncil.org>

Tax ID

880206247

Organization Type

(e.g., state agency, university, private non-profit organization)

Non-profit

Organization Primary Contact

First Name

Carol

Last Name

O'Hare

Title

Executive Director

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Last Name

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Executive Summary (Required)

Provide a descriptive overview of the proposed project.

The Nevada Problem Gambling Treatment Strategic Plan includes a workforce development goal to "offer training, education programs, and networking opportunities designed to develop provider competencies and foster a supportive and collegial workforce made up of sufficient numbers".

The mission of the Nevada Council on Problem Gambling (NCPG) aligns with this workforce development goal through our longstanding commitment to "advocate for quality treatment of problem gambling in the State of Nevada". In FY14-15 NCPG was the State's single grantee funded to provide problem gambling workforce development services to support this goal.

For FY16-17, NCPG proposes to continue to provide professional education services, as follows:

Develop and host the 10th and 11th Annual Nevada State Conference on Problem Gambling.

Every year since 2007, this statewide professional education event has been relied upon by Nevada Certified Problem Gambling Counselors and Interns as the most affordable and accessible opportunity for obtaining the required CEUs to maintain their certification under the Nevada Board of Examiners for Alcohol, Drug and Gambling Counselors. This 2-day event also serves as the primary education and networking opportunity for all professional and community stakeholders concerned about the impact of problem gambling in Nevada.

Project Description (Up to 60 Points)

Briefly describe your workforce development program. List what problem gambling workforce development elements are included (e.g., state conference; webinar series coordination; workforce development survey and plan; ad-hoc meeting support; trainings that target populations of interests such as legal community, gaming industry, medical providers, etc.). Details for each workforce development element must include the following.

> Title or name of workforce development program element.

> Rationale for including the workforce development element (statement of need).

> Description of service(s).

> Intended audience; geographical area served, audience characteristics, and target attendance.

> Description of evaluation methods for each program element.

ANNUAL NEVADA STATE CONFERENCE ON PROBLEM GAMBLING

RATIONAL: Under the guidelines of the Nevada Problem Gambling Treatment Strategic Plan, all funded treatment services for problem gambling must be provided by a Nevada Certified Gambling Counselor (CPGC) or Intern (CPGC-I). To maintain these credentials, a CPGC or CPGC-I must complete at least 20 hours of approved professional education each year, for renewal of their credential every 2 years. The National Conference on Problem Gambling, NCRG Conference on Gambling and Addiction and other state and regional problem gambling conferences can provide approved training hours but are a much more costly investment when registration and travel costs are factored in. Having the option to attend a local conference to obtain over half of the required CEU's is a valuable service.

It is also important for Nevada counselors to receive education that is culturally relevant to the populations they serve, taking into account the social, economic, and political environment unique to a state with the largest commercial gaming industry in the U.S and one of the highest rates of problem gambling. The Conference also appeals to industry and community leaders, policy makers and educators.

DESCRIPTION: Since 2007, the Nevada Council has presented the Nevada State Conference on Problem Gambling in the spring of each year to meet the professional education needs of the Nevada workforce, providing the most value for the least cost, with the added benefit of fostering a supportive and collegial network of professionals.

The 2016 and 2017 State Conferences will each provide a minimum of 12 CEUs approved for continuing education for Nevada Certified Gambling Counselors, Interns and Supervisors.

Program development begins with staff review of participant evaluations and

feedback from the previous year. Information from the evaluations can inform the planning process and the development of the Call for Presentations that is issued nationwide to attract submissions covering a broad range of topics and presenters.

The first six annual conferences were held in Las Vegas (2007-2012) and the seventh and eighth were held in Reno in 2013 and 2014. City and site selection are influenced by various factors, including availability and affordability of conference venues and ability to attract participants to the event.

Submissions are reviewed by staff for completeness and additionally reviewed by professionals with related expertise to determine suitability for inclusion in the conference program. If needed, additional information is requested from presenters to assist in the review. Selection of presentations is based on multiple factors that affect the successful outcome of the event such as: relevance to conference theme or targeted topics; suitability of presentation to length of workshops; presenter's credentials and experience, including previous public speaking and/or training experience, and availability of presenter to participate fully in the conference event and network with participants.

The ideal format for the event is a two day conference with a combination of joint plenary sessions plus breakout workshops. A luncheon and speaker are provided for both days of the conference along with morning and afternoon networking breaks. Participants have always expressed a high level of satisfaction with the event, based on information from participant evaluation forms, even in years where it was necessary for budget reasons to reduce the program to a single track.

The 2015 the conference was approved for grant funding as a fee for service budget, with DHHS underwriting the cost of the first 85 registrants. Under that budget NCPG was able to offer the lowest registration rate ever - only \$40 for any Nevada resident. (As of the writing of this proposal the 2015 conference has already reached a registration total of 130, with 4 weeks to go!)

AUDIENCE: The primary audience is the statewide network of gambling counselors, interns, treatment and prevention program staff, and students entering the field of addictions. NCPG is recognized as an approved provider of professional education by the Nevada Board of Examiners for Alcohol, Drug, and Gambling Counselors, so the conference also serves the continuing education needs of Certified and Licensed Alcohol and Drug Counselors in Nevada. NCPG is also an approved provider of continuing education for the National Council on Problem Gambling. The conference provides professional education benefit for Marriage & Family Therapists, Psychologists and Social Workers. Each year the Council applies for and receives CEU approval from these Nevada Boards of Examiners, as well as obtaining their mailing lists for conference promotion.

The conference is also promoted as a learning and networking opportunity for community agencies, educators, gaming-related professionals, and the recovery community, and the needs and interests of these groups are considered in the

planning of each year's program. The conference often serves as an introductory opportunity for people to explore their interest in providing problem gambling services or in becoming a certified counselor. Target attendance for the conference is typically 75 to 90 based on the average of prior years' registrations, with the exception of the current year.

LEVERAGED FUNDS: In FY16, an estimated \$4,000 of revenue will be generated by the nominal \$40 administrative fee that will be charged. NCPG also solicits corporate sponsorship donations with a minimum goal of \$20,000. These funds are used to offset all of the admin and program costs not included in the fee for service budget such as personnel, occupancy expense (rent, utilities), additional speaker expenses, sponsor recognition materials, other supplies, etc. The additional income also allows flexibility to fully waive the registration fee in hardship situations.

In addition to the amazing low rate of \$40 for registration, Nevada participants from over 100 miles away will be again be eligible to apply for Travel Assistance Reimbursement up to \$500 per person to cover airfare or mileage to the conference site plus room night and tax.

EVALUATION: Conference participants will complete an evaluation survey at the end of each day.

Total Fee for Service Budget is \$49,032 or 100 units @ \$490.32 (1 unit = 1 Nevada attendee)

Funding Request (Up to 20 Points)

State the annual funding requested for SFY16 and SFY17. Funding requests for SFY16 should equal the total amount on the Excel Spreadsheet SFY16 Budget.) Requesting funding for SFY16 and SFY17 in the amount of \$49,032 each year.

Total funding amount = total estimated costs of producing the 2 day event for a minimum of 100 Nevada residents to include all host facility costs, a/v, promotion, speaker expense, travel assistance for NV participants, program materials, supplies, etc.

NCPG is requesting reimbursement as Fee for Service @\$490.32 per Nevada attendee for no more than 100 persons.

List other grants/funds received through the State of Nevada, Department of Health and Human Services. List the granting agency (e.g., Grants Management Unit, Substance Abuse Prevention and Treatment Agency, Medicaid, etc.) and the amount to be awarded in SFY16. (If funding for SFY16 is unknown, list the amount received in SFY15.)

FY15 - GMU Problem Gambling Prevention grant of \$175,232

FY15 - GMU Problem Gambling Workforce Development grant of \$46,386

List any other sources of income or financial support, or any collaborative projects your organization is engaged in, that will cost share with the proposed project. Describe the level of cost share, if any, or other value-added considerations that would be useful in determining the DHHS project expense to level of effort and potential impact.

All administrative and program costs incurred beyond the amounts calculated in the fee for service budget will be the responsibility of NCPG, including any registrants over the initial 100 who will be given the Nevada registration discount even though they will not be covered by the state reimbursement of only the first 100 Nevada attendees.

Applicant Organization, Project Staff (Up to 20 Points)

How many years has your organization provided this type of service?

Nevada Council on Problem Gambling (NCPG) was incorporated in Nevada in 1984 and is the State Affiliate of the National Council on Problem Gambling. For 31 years, NCPG has provided services to support of our mission to generate awareness, promote education and advocate for quality treatment of problem gambling. Services include the 24 hour HelpLine, literature distribution, prevention and outreach, and workforce development.

In 1998 NCPG hosted the National Conference on Problem Gambling in Las Vegas, with attendance over 300. NCPG has presented numerous one or two day workshops, weeklong counselor trainings and from 2006 to 2009 developed and delivered the 30 hour Core Counselor Training Program to provide the required education to become a Certified Gambling Counselor Intern.

NCPG is an approved education provider for the Board of Examiners for Alcohol, Drug and Gambling Problems and the National Council on Problem Gambling. In 2007 NCPG launched the first Nevada State Conference on Problem Gambling, which is now in its 9th year.

Briefly describe the experience and roles of staff proposed to work on this project.

Carol O'Hare, Executive Director, has 21 years professional experience in the problem gambling field and 24 years of long term recovery from gambling addiction. Carol has successfully developed and implemented programs and services to support NCPG's mission of awareness, education, and advocacy. Ms. O'Hare has authored and co-authored numerous articles and resource publications, and is recognized as an accomplished public speaker, dedicated advocate and respected leader in the problem gambling field. Carol will serve as the Conference organizer and Chair of the Program Committee and will oversee all aspects of the event.

Ashanti Lewis, Program Coordinator, and Amber Cape, Administrative Manager, provide all administrative support and project coordination for NCPG programs.

Ms. Lewis previously worked in academic affairs at a large university and Ms. Cape has worked with NCPG for 7 years, managing all administrative planning for the conference in each of those years. Amber is also a person in long term recovery from addiction.

Outputs and Outcomes (Required)

List project outcomes.

CONFERENCE OUTCOME: 85% of participants completing a post-conference evaluation survey will rate the conference satisfactory or better.

Evaluation method: Post-conference participant evaluation surveys.

List project outputs for each project element (activities, number of contacts, etc.).

CONFERENCE OUTPUT: Deliver a professional education conference for a minimum of 100 Nevada attendees over 2 consecutive days, providing a minimum of 12 CEUs.

Tracking method: Document program schedule and CEU approvals.

Additional Information (Optional)

Provide any additional information important to the consideration of this application. This would be the appropriate place to discuss the successes of your current program, and/or the challenges that have been identified through qualitative or quantitative needs assessment.

The revision of the conference budget to Fee for Service in 2015 has resulted in the highest registration numbers for any of the state conferences with 130 registered against a registration goal of 85! And a majority of those additional registrations are new people who have never attended this conference. Many are private practitioners who can't as easily afford higher registration fees.

Due to the high value (and high cost) of providing the 2 day education event, NCPG has chosen to propose the conference as the only service to be provided in this Workforce Development proposal. Nearly all of the other activities listed in the RFA are not as critical to the practicing counselors, or are services that are easily available online and really do not require a 'middle person' to provide.

Under our FY15 Workforce Development grant award, NCPG did provide one additional service, however it isn't reflected in this RFA. Our Program Coordinator maintained an online calendar of other available problem gambling education and training opportunities throughout the US and sent "Professional Education Update" emails to our database of mental health and addiction professionals at least quarterly.

That effort is one that has become part of our regular program support activities, so we didn't feel it was necessary to include that again in the grant. In support or

our mission, however, NCPG staff will continue to update our calendar with training opportunities and include that in our ongoing email updates to Nevada professionals with no costs allocated to this grant budget.

Management Checklist (Required)

Confirm that the organization already follows each of the practices listed below, or will implement these practices by the start of the SFY16 grant year. Note that items will be verified during program or fiscal monitoring visits, which may include a random sampling of transactions.

ANSWER "YES" OR "NO."

YES

The organization has written personnel policies covering at a minimum: job descriptions, leave policies, recruitment and selection, evaluation, travel, salary ranges, fringe benefits, grievance procedures, disciplinary procedures, termination procedures, conflict of interest, sexual harassment, substance abuse, lobbying, confidentiality, and equal employment policies.

The organization has an accounting manual covering all of the following: separation of duties, accounts payable, accounts receivable, internal control, purchasing, check signing policies, payroll, cash receipts, procurements, property management, time sheets, travel, conflict of interest, nepotism.

Procedures are in place to minimize elapsed time between receipt and expenditure of funds and for determining allowability and allocability of costs.

Accounting records are supported by source documents.

Records are adequate to identify the source and use of funds.

The organization has a process for reconciling project expenses with revenues.

Fiscal and program records are retained for at least 3 years after the end of the grant period.

Attachments

Title	File Name
Budget Template (Appendix E)	FY16-17 PG RFA WFD Appendix E Budget NCPG 3.27.15.xls

Letter and Schedule of
Findings for OMB-133
Audit or Financial [NCPG Reviewed FS 6.30.14.pdf](#)
Statement/Status Report
if OMB-133 not required
Board of Directors List (if [NCPG Board of Directors 3.23.15.docx](#)
applicable)