

**Subject:** New submission from Community Development Combined  
**Date:** Wednesday, January 3, 2024 at 4:18:20 PM Eastern Standard Time  
**From:** jnytko@govsol.org  
**To:** jnytko@govsol.org

<b>General Information</b>
<b>Date of application:</b>
01/02/2024
<b>Organization name:</b>
The Addictions Care Center of Albany, Inc.
<b>Organization TIN or EIN:</b>
14-1501404
<b>If available, provide your Unique Entity Identifier (UEI):</b>
QMV6E1VJWYR7
<b>Organization physical address:</b>
90 McCarty Avenue Albany, NY 12202 US Minor Outlying Islands <a href="#">Map It</a>
<b>Is the mailing address different from the physical address?</b>
No
<b>Contact Information</b>
<b>Primary contact name:</b>
Jennifer Vitkus
<b>Primary contact title:</b>
Program Director Community Education Programs
<b>Primary contact phone:</b>
5184655829 ext. 412
<b>Primary contact email:</b>
<a href="mailto:jvitkus@theacca.net">jvitkus@theacca.net</a>
<b>What is the preferred method of contact?</b>
Email
<b>Website (if available):</b>
<a href="https://www.theacca.net">https://www.theacca.net</a>
<b>Organization Info and Structure:</b>
<b>Is the organization a nonprofit?</b>
Yes

**If nonprofit, please attach to this application proof of your organization's Tax-Exempt Status**

- [2019-Form-990.pdf](#)

**Date of establishment:**

05/01/1967

**Give a brief description of your organization. Please include information on the organization's activities or mission statement (150 words or less):**

The Addiction Care Center of Albany, Inc. (ACCA)'s mission is to empower individuals, families, and communities to advance beyond addiction and overcome barriers to healing through an array of quality, compassionate care and prevention programs. ACCA programs include Outpatient programming: medically supervised intensive outpatient services and an outpatient program day program; Residential services: stabilization and rehabilitation program for women, women with children as well as community residential services for men at locations throughout Albany; Community Education: substance abuse prevention education programs throughout the greater Capital Region schools and communities, professional development and New York State certified trainings and credentialing courses in the substance abuse field. With 57 years of assisting individuals entering treatment for addiction and providing comprehensive formal community and school-based education programming in the Capital District ACCA has good relationships and strong ties with community agencies and schools. ACCA's Community Education Department has trained educators to deliver evidence based programs throughout the county of Albany. ACCA is the only substance abuse rehabilitation program in Albany County that has a comprehensive community education program delivering evidence-based practices including ensuring fidelity in the elementary, middle, high school, and colleges.

**Provide the total number of full-time employees (if applicable):**

112

**Provide the total number of part-time employees (if applicable):**

63

**What is the organization's current annual budget?**

\$12,444,892

**Have you or the organization ever received any form of COVID-19 relief funds or loans specific to the negative impacts of the Pandemic?**

Yes

**If you selected "Yes" above, please specify type and amount.**

2020 Payroll Protection Program \$655,500

**Did your organization lose revenue as a result of the COVID-19 Pandemic? If yes, provide the amount of lost revenue (2020-2022)**

Estimated revenue loss 2020-2022: \$328,302

**Project Proposal**

**Applicants may choose to apply for up to 2 program areas. Please select the primary program area for which you would like to apply.**

Behavioral Health, Substance Abuse, Telehealth

**What amount of funding is being requested (Must be at least \$100,000 and should not exceed program area totals)?**

\$698,786.52

**Is this a new project or expansion of an existing initiative, please describe.**

The Addictions Care Center of Albany, Inc. would like to expand its outpatient and family support services for Adolescents. The Addictions Care Center of Albany, Inc. would benefit from having a comprehensive adolescent services program. In which, a strong commitment to family support services would be available. The outpatient

program currently has a dedicated certified counselor that works with adolescents on an individual basis. ACCA would like to expand its services to offer more engagement for both the youth in treatment and its family members. ACCA is well equipped and staffed to provide evidence based services to adolescents in the community and engagement into an outpatient treatment setting. There is a significant need for treatment for this population. Within the Albany County area, there is limited resources for adolescents who are struggling with substance use disorder. ACCA continuously is receiving inquiries about adolescents services and support for families. Having a treatment program that focuses on adolescents will increase the Outpatient's program census, bring community awareness to this high risk population and be an asset to those who need support to engage into treatment for an substance use disorder.

**Please provide an executive summary of the proposed program or project for which you are requesting funds. Include a description of the target population, as well as the goals and objectives of your proposed project (500 words or less).**

Substance Abuse is the number one public health issue facing our nation. Our community is battling a heroin epidemic that is tearing families apart and all too frequently results in death from overdose. More of our fellow Americans now die from drug overdoses than they do in motor vehicle crashes. Many of our adolescents are suffering from substance use disorder, and families are unaware of what support and services are available. Within our geographic area in Albany county, there are 17 school districts in which there are students from rural, urban, and suburban areas. Each of these demographic areas are seeing an increase in students who are struggling with substance abuse and mental health. ACCA's Community Education program is well equipped to work with these districts to identify students that are in need of support, intervention services and treatment services. ACCA is proposing to enhance its outpatient services to provide counseling treatment to adolescents, and support services to families. ACCA would engage youth who are at risk or recommended for services by initially engaging in the intervention program such as Teen Intervene, ACCA's Community Education program has trained facilitators to administer this program which provides screening, brief intervention and if needed referral for teens. Once an adolescent is engaged our Family Support Navigator, and Peer specialist will reach out and engage the family. This support program will work in conjunction with the adolescent outpatient program. A family navigator will work with the family to offer addiction education, coping skills, ways to help family members, provide local resources, treatment services for their loved one. Once an adolescent is engaged with the outpatient programs services, the adolescent will have an opportunity to be paired with a certified peer recovery advocate. This peer will have a specialized credential in adolescent services. The peer will be engaged with the adolescent to ensure they are in line with their recovery treatment plan. The Adolescent program team will consist of the outpatient counselor, the Family Support Navigator, the Certified Peer Advocate, Prevention Educator, and Community Education supervisor. The team will have weekly meetings to discuss the progress of the adolescents that are engaged in treatment, and the family support services being offered.

**Please explain why this program or project is needed within the County.**

Albany county is an extremely diverse area. The county consists of rural, suburban, and urban communities. Within recent years there has been a significant increase of substance use and abuse among youth within the urban, suburban, and rural communities. Heroin/opiate use has increased significantly in the urban and suburban townships. These highly addictive drugs have become more prevalent in schools among the teen population due to its easy availability, low cost and potent high. These drugs are found in affluent homes as often as in poor neighborhoods, making it a county issue to educate communities, schools, and parents. Within Albany county there is a gap in treatment services for adolescents. There are 17 school districts within Albany county, the ACCA Community Education program has seen an increase in the number of youth that are in need of comprehensive services. The county of Albany, isn't immune to the ongoing heroin epidemic. The increase in overdose deaths is alarming. The need for intervention and treatment services for youth ages 13-17 is at an alarming rate. According to the Community Health Needs Assessment, Albany county youth are at risk of abusing, alcohol, marijuana, and prescription drugs. Within the last several years there has been and continues to be an upward trend toward youth substance abuse. ACCA is proposing to help break the cycle of addiction within our youth by adding a comprehensive adolescent treatment program.

**All funded activities must meet the objective of responding to the public health and negative economic impact of the pandemic. Please describe how your proposal will help address this objective and assist with recovery (250 words or less).**

The opioid epidemic, and substance abuse in general continues to be one of the most challenging public health crisis that Albany County, and every county in New York State have experienced. After more than a decade of increases, overdose deaths finally saw a decline in 2018. This decline ended in early 2020 as the United States faced COVID-19. Research indicates that communities across the US experienced a spike in overdose deaths as economic uncertainty spread and social distancing impacted patients' access to treatment. Greater isolation, anxiety, and economic uncertainty created by the Pandemic Pause lead people with existing substance-use disorders to turn more to drugs and alcohol. For the same reasons others for the first time engaged in substance use and abuse. The substance abuse problems related to COVID-19 persist. This project will help bridge the gap in treatment and support services for adolescents and their families. This unique population is seeing more and more devastating

effects from the pandemic. It is ACCA's goal to increase access to treatment and support services, so that the adolescent can continue to develop and utilize safe and effective coping skills and positive relationships.

**If an award is made, describe how Albany County stakeholders will benefit. Where possible, please use measurable outcomes to quantify impact.**

As part of the continuous feedback the Adolescent Outpatient Program will always be looking at evaluation of the program activities. Outcomes are shared with all member stakeholders. Evaluation results are used to determine and assist in continuous planning efforts. The stakeholders to benefit from the ACCA Adolescent Program proposal would be The Albany County Opioid Task Force, Albany County School Districts, Albany County Treatment Providers, Albany County Sheriff's Office, and other Healthcare programs within the Capital Region. By engaging stakeholders, it will give access to referrals for programming. Having a well equipped adolescent program will better warrant the community to help address the substance use issue facing our adolescents. Stakeholders will share in the measurable outcomes, in which the team will provide. Outcomes will be achieved through the success of the completion of treatment and how many families are engaged.

**Please describe your organization's ability to implement the project you propose including organizational structure, staff members involved, a summary of similar initiatives you have undertaken and the date they were completed:**

ACCA's mission to empower individuals, families, and communities to advance beyond addiction and overcome barriers to healing through an array of quality, compassionate care and prevention programs is evident throughout the agency's 57-year history of providing care to those in need. ACCA respects each individual's unique journey through recovery and believes the disease of addiction is both preventable and treatable. Since 1967 the Addictions Care Center of Albany, Inc. (ACCA) has been a full-service prevention, treatment, and recovery services program in the capital region. The ACCA provides school and community-based substance use disorder prevention education, and has treated and housed women, women with children, and men with substance use disorders and co-occurring disorders. ACCA is a large agency with a well-qualified and experienced administrative staff and a committed Board of Directors. Most recently, ACCA began providing stabilization and rehabilitation services for 16 women and 4 children in the newly constructed residence housed on our main campus on 90 McCarty Avenue in April of 2018. In December 2019 ACCA opened a similar residential program at 79 Glenwood Avenue, Queensbury, NY. Additionally, ACCA is currently providing services for 24 men in a community residence, congregate level care II Stabilization and Rehabilitation program, and has provided these services on the 90 McCarty Avenue campus for 13 years. In addition to its residential services, ACCA has a robust outpatient clinic, providing treatment for those who will be transitioning from the residential setting to an outpatient environment. The ACCA's newly renovated Outpatient Clinic at 1044 Broadway in Albany includes large group treatment spaces as well as room on the second floor for expansion of additional client and office space as needed. Here, integrated primary and behavioral health services provide the client with a well-rounded array of services as he/she transfers from a residential setting to a community-based treatment environment. Beginning in 2017 ACCA expanded its services into Rensselaer, Warren, and Washington Counties. ACCA has renovated 504 2nd Avenue, Troy into a 22 bed men's residential facility. ACCA has a contract with Rensselaer County to provide jail-based treatment and case management services in the Rensselaer County Correctional facility. In addition to providing service in the Rensselaer County Correctional facility, ACCA provides similar services in Albany County and Warren County. ACCA works closely with the Rensselaer County Drug Treatment Court, the Rensselaer Family Treatment Court, and those of Albany, Warren, and Washington counties. With a 57-year history of serving residents entering treatment in the Capital District area, the ACCA has a strong history of serving capital region community. ACCA's Community Education Department delivers comprehensive award-winning evidence –based programming throughout the capital district. The ACCA Community Education program has a strong commitment to serving youth and families by a variety of prevention and outreach programs. ACCA offers a coordinated network of community-based substance use disorder services and supports throughout the greater capital Region. These services enhance the overall treatment experience and build a foundation for sustained recovery, wellness, and quality of life. Addiction and Recovery Family Support Navigators guide, educate and support individuals and families struggling with addiction issues by assisting them in communicating their loved one's history and current needs appropriately and guiding them through the addiction treatment and recovery process. Services are free and include introductions to and assistance navigating barriers to community assistance agencies and insurance providers. We can help connect families and loved ones with addiction prevention, treatment and recovery supports; addiction and recovery education and training events; peer/family coach support services; community events; alleviating communication barriers and aftercare planning. Having support services such as addiction and family support can help build relationships within the family and help with barriers surrounding the child welfare system. Having a newly established adolescent program with family support will enhance the services that ACCA provides to the community. ACCA's Community Education Department delivers comprehensive award-winning evidence –based programming throughout the capital district. The ACCA Community Education program has a strong commitment to serving youth and families by a variety of prevention and outreach programs. ACCA offers a coordinated network of community-based substance use disorder services and supports throughout the greater capital Region. These services enhance the overall treatment experience and build a foundation for sustained recovery, wellness, and quality of life. Addiction and Recovery Family Support Navigators guide, educate and support individuals and families struggling with addiction issues by assisting them in communicating their loved one's history and current needs appropriately

and guiding them through the addiction treatment and recovery process. Services are free and include introductions to and assistance navigating barriers to community assistance agencies and insurance providers. We can help connect families and loved ones with addiction prevention, treatment and recovery supports; addiction and recovery education and training events; peer/family coach support services; community events; alleviating communication barriers and aftercare planning. Having support services such as addiction and family support can help build relationships within the family and help with barriers surrounding the child welfare system. ACCA provides several parenting education courses and resources specifically designed for caretakers of children. Offered in all our residential program settings and to the community at large, our ACCA Prevention Educators are trained to provide useful, concrete information and an open environment to discuss high-risk behaviors and solutions. Parenting program offers a curriculum based on Co-parenting and cooperative parenting skills. A Certified Recovery Peer Advocate – Family Certification (CRPA - F) is a person with lived experience from substance use issues who has received specialized training and supervision to guide and support others who are experiencing similar substance use issues. Peer services allow individuals to draw from their personal experiences to provide help and support to those in similar circumstances. The ACCA CRPAs are representatives of our agency and bound by accreditation and licensing. A CRPA – F requires additional training in family supported practices that focus on strengths, view families as part of the solution, and ensure families and youth participate as partners in all aspects of care. A CRPA – F is current with the latest knowledge about family supported practice and family supported recovery. The ACCA Organization Chart will be attached to the application.

**How will you track performance goals and define success? Include at least two key performance indicators and expected annual outcomes/impact?**

As part of the continuous feedback the Adolescent Outpatient program will always be looking at evaluation of the program activities. Outcomes are shared with all member stakeholders. Evaluation results are used to determine and assist in continuous planning efforts. Perception of Care surveys will be given to the adolescents once the treatment process is complete. Also, pre and post test surveys are given to participants to measure the effectiveness of the Teen Intervene intervention program. The family support program uses pre and post test to evaluation outcomes. Successful completion of treatment is a way to measure outcomes.

**Project start date:**

02/15/2024

**Project End date:**

12/31/2025

**Please provide key project milestones inclusive of the anticipated timelines and descriptions**

Milestone	Anticipated Timeline	Task Description
Hire New Staff Certified Recovery Peer Advocate	March 2024	New Staff will be trained and credentialed
Prevention Educator and CRPA trained in Teen Intervene	April 2024	Educator and CRPA will be trained in Teen Intervene
Develop handbook for adolescent service and offer programming to adolescent and families	May 2024- June 2024	Handbook will be distributed to all adolescents participating in outpatient adolescent services

**At the top of this page is a downloadable project budget. Please download the budget form and upload it here.**

- [ARTS-Budget.pdf](#)

**If you are funding a multi-year initiative, please provide a breakdown of funding level per year below:**

2024	2025	2026
\$186,516.33	\$251,705.98	\$260,564.22

**Use this space to provide a narrative supporting and clarify anything from the proposed project budget above. In addition, if “Other Funds” or “Other Uses” are included above, please specify the source(s) below.**

Shared costs would include current employee cost of salary to train new staff hired, cost of building where program will be offered, utilities used.

**Explain why ARPA funds are needed to complete the proposed program/project. Would the proposal be possible without ARPA assistance? Describe how your proposal would be impacted if you are awarded a smaller grant than requested?**

ARPA funds are needed to help develop a more comprehensive adolescent family program. If awarded funding ACCA will be able to hire staff to work as a CRPA with the adolescent, engage current staff to work with families and have the opportunity to outreach to the community, with the goal of engaging youth that are in need for substance use treatment. By having a family component, the family system will be able to navigate the substance use disorder together.

**ARPA funds must be expended by December 31, 2026. Please describe how your project will be sustained if it will continue beyond this date.**

After the expended date for ARPA funding, ACCA will have a sustainability plan to continue the Adolescent program at a reduced capacity utilizing ACCA staff to implement services.

**List any project partners/subrecipients:**

There will not be any project partners or sub recipients for the ARPA funding.

**Please list any matching funds:**

ACCA will have matching funds of staff and salaries that will be allocated to this program. Resources from our Community Education program will also continue to enhance the Adolescent Family Support Program. ACCA will match the cost of the building expenses and utilities of where the program is housed.

**Tax Information or Additional Information**

**Please upload Federal tax returns for tax year 2019**

- [2019-Form-9901.pdf](#)

**Please upload Federal tax returns for tax year 2020**

- [2020-ACCA-990s-filed.pdf](#)

**Please upload Federal tax returns for tax year 2021**

- [ACCA-IRS-DETERMINATION-LETTER.pdf](#)

**Please upload Federal tax returns for tax year 2022**

- [Signed-2022-form-8879-TE-and-Signed-Form-990.pdf](#)

**Please upload IRS Form W-9**

- [W-9.pdf](#)

**(OPTIONAL) please feel free to upload anything which you feel would strengthen your application.**

- [ACCA-Program-Organizational-Chart.docx](#)

**Risk Assessment:**

**Has the organization adopted and/or implemented policies relating to: records retention, conflict of interest, code of ethics, and/or nondiscrimination policies**

Yes

**If you selected "Yes" above, please specify:**

ACCA has adopted a Disaster Management Plan that includes records retention and meets confidentiality requirements. ACCA has conflict of interest policies; code of ethics policies; and nondiscrimination policies that apply to all staff, members of the governance bodies, and volunteers

**Is the organization properly insured?**

Yes

**If you selected "Yes" above, please specify the types of insurance held and the limits:**

Blanket Buildings coverage: \$22,857,283 limits: 100%, Blanket Business Personal Property \$890,244 limits: 100%  
Blanket Business Income: \$2,539,156 blanket N/A. General Liability including professional liability: Each occurrence limit: \$1,000,000 Aggregate limit \$3,000,000. Commercial Automobile \$1,000,000 each accident, UMBRELLA Occurrence of Each claim limit \$5,000,000 General Aggregate Limit \$5,000,000

**Does the organization have a financial management system?**

Yes

**If you selected "Yes" above, please specify:**

The basis for ACCA's financial management is Accrual Accounting. We use Intuit QuickBooks Accounting Software. ACCA adheres to the Administrative and Fiscal Guidelines for OASAS-Funded Providers. The Administrative and Fiscal Guidelines provide information and guidance to non-profit agencies who receive funding from the New York State Office of Addiction Services and Supports (OASAS). The guidelines describe the requirements for all OASAS-funded service providers regarding their responsibilities to maintain adequate financial records, accounting and control procedures, and to adhere to financial practices that promote operational efficiency and accountability. NYS OASAS considers proper accounting and control procedures essential to the operation of all chemical dependence and problem gambling programs. Per the American Institute of Certified Public Accountants (AICPA) and the New York State Office of the State Comptroller (OSC) proper accounting control is a plan of organization, procedures, and records that are concerned with the safeguarding of assets and the reliability of financial records.

**Has there been any change in your organization's key staffing positions in the last 2 years?**

No

**Has the organization previously done work for the Federal government (i.e. Is the entity experienced in managing Federal funds)?**

Yes

**If you selected "Yes" above, please specify:**

ACCA has managed two multi-year direct federal grants from the Substance Abuse and Mental Health Services Administration (SAMSHA) totaling \$3,314,302. ACCA annually receives and manages funding through the Federal Substance Abuse Prevention and Treatment (SAPT) Block Grant.

**Certifications**

**Acknowledgment 1**

I Have Read and Understand the U.S. Treasury's Compliance and Reporting Guidance for State and Local Fiscal Recovery Funds (see below link)  
U.S. Treasury's Compliance and Reporting Guidance for State and Local Fiscal Recovery Funds:  
<https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>

**Acknowledgment 2**

Should the County Allocate ARPA Funds, I am Able to and Pledge to Adhere to ALL Compliance and Reporting Requirements of the U.S. Treasury as it relates to any State and Local Fiscal Recovery Funds

**Acknowledgment 3**

I Understand the County Will Contact me if/when Additional Information is Needed and that Information will be Promptly Provided to the County to Support Reporting Requirements

**Acknowledgment 4**

If for Any Reason I am Unable to Comply with the U.S. Treasury's Compliance and Reporting Requirements I will Immediately Notify the County in writing by email or letter

**Acknowledgment 5**

All Information Submitted in this Application is True & Accurate

**Electronic Signature Agreement**

I agree

By checking the "I agree" box, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

**Type name**

Jennifer Vitkus