



YOUTH ALCOHOL & DRUG ABUSE
PREVENTION PROJECT

2024 Kick-Off Conference Information Packet

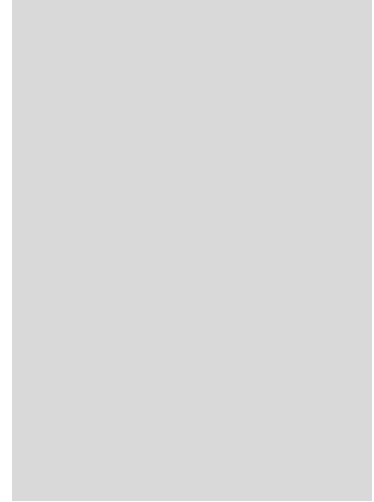




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YADAPP 2024: Saddle Up to Make a Difference!

This Information Packet has everything you need to prepare for the kick-off conference and your year of prevention programming. Adult Sponsors, review this packet with all Participants and their parents/guardians prior to attending. Adult Sponsors and Participants are responsible for understanding the expectations outlined in this packet before arriving at the kick-off conference.

ABOUT

The Youth Alcohol and Drug Abuse Prevention Project (YADAPP) is a year-long high school peer leadership program that begins each summer when schools and communities around Virginia send Teams of youth to a five-day kick-off conference. At the annual conference, Teams develop action plans to address substance use in their schools and communities.

MISSION

To develop youth peer leadership that fosters high school prevention of substance use at the state and local levels.

PHILOSOPHY

- Youth need a safe and drug-free environment to achieve personal success and build strong communities.
- As primary influences on their peers, high school students have the capacity to become positive role models and leaders in the ongoing effort to prevent substance use.

LEARNING OBJECTIVES

YADAPP Adult Sponsors and Participants will...

- Broaden their knowledge of substance use prevention and work as a Team to create a substance use prevention plan for their school.
- Learn leadership skills needed to address common issues among youth.
- Network and build supportive relationships with others from across Virginia.

YADAPP TERMS

Team: One Team consists of four youth Participants and one Adult Sponsor. A Team must be comprised of high-school-aged student leaders representing a school or community organization.

Adult Sponsor: Teachers, coaches, advisors, parents, guidance counselors, resource officers, administrators or coalition leaders who serve as a resource and facilitate their Team's implementation of their STAN Plan.

Participant: Rising ninth through twelfth grade student leaders within a high school or community organization. Participants should be selected for their commitment to leadership and leading drug-free lives.



Strategies to Act Now Plan (STAN Plan): Strategic alcohol or drug prevention plan developed by Participants at the YADAPP conference each year.

Letter Groups: Teams from across Virginia are combined to form Letter Groups. In Letter Group sessions, Participants build relationships with likeminded peers and share resources as they develop their STAN Plans.

Youth Leader: Youth Leaders guide Participants through the week and share the spirit of YADAPP. Youth Leaders can be identified by their yellow shirts.

Junior Staff: Junior Staff teach and facilitate STAN Plan development. Junior Staff can be identified by their red shirts.

Conference Interns: Conference interns facilitate training and instruct curriculum for Youth Leaders and Junior Staff. Conference Interns can be identified by their green shirts.

Additional YADAPP terminology can be found on the YADAPP website.

CONTACT INFORMATION

Website: www.YADAPP.com

Email: education@virginiaabc.com

Facebook: YADAPPGuy

Phone: 804-977-7440

Instagram: @_yadapp_

ENROLLMENT FEES

Early Bird Enrollment

- April 1 – April 30
- \$500 for a Team of 4 Participants and 1 Adult Sponsor

Regular Enrollment

- May 1 – June 1
- \$600 for a Team of 4 Participants and 1 Adult Sponsor

For each high school or organization, only one Team of 4 students are permitted at the conference. However, there is no reason other students cannot participate in implementing your plan during the school year!

Adult Sponsors are expected to only chaperone one Team during the YADAPP kick-off conference and throughout the program year. At the conference, Adult Sponsors will meet with their Teams and Youth Staff during scheduled times which does not allow for the division of time between multiple Teams. To ensure the success of the Team and full support from the Adult Sponsor, Adult Sponsors can only be a part of one YADAPP Team.

Payment

Payment for the YADAPP kick-off conference must be received prior to attendance. The enrollment fee can be paid in one of two ways: via credit card on the enrollment site or by mail via check. Checks sent via mail can be sent to:

Virginia ABC
Attn: YADAPP
7450 Freight Way
Mechanicsville, VA 23116

ALL payments must be received no later than June 1.

ENROLLMENT CHANGES AND CANCELLATIONS

Enrollment Changes

- For any changes in enrollment after registering your team, reach out to education@virginiaabc.com.
- **Changes must be made by June 1. If any changes should be made after June 1, they are subject to an additional enrollment fee.** This is to ensure the needs are met for all Adult Sponsors and Participants in attendance due to the logistics required for the conference.

Cancellations and Refunds

- Full refunds will be granted for cancellations submitted before May 1.
- Fifty percent refunds will be granted through May 19.
- No refunds will be granted after May 19.

DISCLOSURES

The YADAPP kick-off conference is a unique experience that requires concentration and energy throughout the entire conference. Adult Sponsors are expected to appropriately chaperone and assume responsibility for their YADAPP Team as well as attend and fully participate in all conference sessions.

As Participants develop their STAN Plans during the conference, outside anxieties and distractions can be difficult to manage.

We ask that Adult Sponsors ensure their Participants are able to fully participate in all YADAPP experiences and are not distracted by outside stressors. It is important for Participants to be both mentally engaged and physically present at the entire conference.

We will be taking candid pictures during YADAPP. These photos may be posted on the YADAPP website, social media and/or used in promotional or prevention materials. No names or personal information will be associated with any picture without permission.

YADAPP conducts a background check on all Adult Sponsors, Alumni Visitors and YADAPP staff aged 18 or older.

Required Participation Forms found at www.yadapp.com/conference are to be submitted electronically prior to June 1 on the enrollment site.

No individual (youth or adult) will be allowed to participate in YADAPP without a completed and signed health form. During YADAPP, medical staff will be on site to provide basic medical assistance. In the event of an emergency, this health form will provide staff with valuable health care information and permission to respond appropriately. All attendees will be contacted with further instructions on the required health form and its submission.

BEFORE THE CONFERENCE

Adult Sponsors

- Select student leaders that are rising 9th through rising 12th graders.
- Collect phone numbers of each student and their parents/guardians.
- Review this Information Packet with students and their families
- Ensure you have shared and received all completed Participation Forms for your Team.
- Register for the conference **before June 1**. This requires participation forms to be uploaded.
- Submit the Health Form (you will be contacted with further instructions) **before June 1**.
- Identify local substance use data (see below)
- Follow YADAPP on Facebook at www.facebook.com/YADAPPGuy
- Encourage Participants to follow YADAPP on Instagram @_YADAPP_

Participants

- Review this Information Packet with your parent or guardian.
- Submit all completed Participation Forms to your Adult Sponsor so they can register your Team.
- Submit the Health Form (you will be contacted with further instructions) **before June 1**.
- Collect cell phone numbers of your Adult Sponsor and teammates.
- Begin noticing what alcohol, tobacco and other drug problems you see among peers.
- Check out the YADAPP website, Facebook, and Instagram pages.
- Follow YADAPP on Facebook at www.facebook.com/YADAPPGuy
- Follow YADAPP on Instagram @_YADAPP_

Assess the Needs of your Community

An important piece of developing the Strategies To Act Now (STAN) Plan is identifying any gaps in youth substance use prevention programming as well as identifying any substance use related problems in your school and community. Prior to attending the summer kick-off conference, all Teams should work to collect and review data to identify the specific needs of their community.

Adult Sponsors, discuss with your Team problems they notice among their peers regarding alcohol and other drug use and discuss how they can help their peers remain alcohol and other drug-free.

Teams should contact their local Community Service Board (CSB) for data specific to their community. Take note of trends on high-school-aged alcohol and other drug use. Have this local data handy during the conference so you can form your STAN Plan around an identified high school substance use problem in your community.

To locate and contact the CSB in your community visit: <https://vacsb.org/csb-bha-directory/>

National and state data will be provided to Participants during the Kick-Off Conference.

DURING THE CONFERENCE

Adult Sponsors

- Participate in all sessions and network with other Adult Sponsors to re-energize and obtain new ideas.
- Keep in touch with your Participants throughout the week to encourage their participation and support their STAN Plan development.
- Adult Sponsors are responsible for the behavior of their Participants. Assist YADAPP staff with enforcing curfew, dress code and Code of Conduct.
- Adult Sponsors are eligible to earn Continuing Education Units (CEU) through Virginia Commonwealth University's Office of Continuing Professional Education, in addition to a Professional Development certificate. Law Enforcement and School Resource Officers may also earn Partial In-Service Credit (PIC) hours through the Department of Criminal Justice Services.

Participants

- Participate in all sessions and network with other students.
- Gain energy towards living a drug free lifestyle and increase your leadership skills.
- Learn as much as you can about leadership, action planning and prevention of substance misuse.
- Create a STAN Plan to take back to your school/community.
- Work as a Team and build supportive relationships with other Teams at the conference.

Activities

- **Door Decorating Contest:** Decorate your residence hall door to represent the YADAPP 2024 (western/cowboy) theme and mission of prevention. No nails, tacks, glitter, or glue may be used. Your room number and peephole must remain visible from the outside.
- **Costume Parade:** Bring your boots, belt buckles and bandanas for the costume contest: Saddle Up to Make a Difference!
- **Talent Show:** The Annual Talent Show will be held on Thursday, and all acts must audition. Find out details at check-in.
- **Awards Ceremony:** Each Team will present their STAN Plan to YADAPP Youth Staff at the end of the week to be eligible for a Mini Grant to serve as seed money. Come see which Team from each Letter Group won the Mini Grant at the Awards Ceremony!

AFTER THE CONFERENCE

Adult Sponsors

- Assist Participants in implementing their STAN Plan
- Encourage Participants to apply to be a Youth Leader
- Look out for and read the Adult Sponsor Newsletters sent via email
- Engage with Virginia ABC through the Adult Sponsor Newsletter, email and social media
- Recruit another Team for next year's YADAPP
- Send in your STAN Plan Final Report by June 1, 2025.
- Share your success with organization leaders, local media and Virginia ABC

Participants

- Advocate for and live an alcohol and drug-free lifestyle
- Implement your Team's STAN Plan
- Use the leadership tools you learned at YADAPP at school and in your community.
- Apply to be a 2025 Youth Leader by November 1, 2024 at 5pm at <https://cvent.me/4LE9ww>.
- Assist your Adult Sponsor with completing your Team's STAN Plan Final Report

ARRIVAL AND CHECK-IN

Check-In

- Check-In will be Monday, July 22 2024, from 10:00 AM to 1:00 PM
- Lunch will be served in the Dining Hall on Monday from 12:30 PM to 1:30 PM
- Opening Session begins promptly at 2:00 PM.

**No late arrivals of Participants or Adult Sponsors are allowed.
Each session is required and is pertinent to the development of the Team's STAN Plan.**

CONFERENCE SCHEDULE

The YADAPP Conference is a full week of keynote presentations, breakout sessions, activities and STAN Plan development. Attendees can expect to participate in conference activities from 7:30 AM to 10:30 PM including meals and free time.

You can find a full schedule on the YADAPP Enrollment site located here: <https://cvent.me/4YI3Ng>

Participants and Adult Sponsors are expected to attend and participate in all sessions including General Sessions, Breakout Sessions, Letter Groups and the Adult Sponsor Track. Each session provides Participants and Adult Sponsors with the necessary information to successfully develop and implement their Team's STAN Plan.

CHECK-OUT

The conference concludes on Friday, July 26 at 11:00 AM. Check-out will immediately follow in each residence hall.

**No early dismissals of Participants or Adult Sponsors are allowed.
Each session is required and is pertinent to the development of the Team's STAN Plan**

MEALS

- All meals will be provided during the conference, beginning with lunch on Monday and ending with breakfast on Friday.
- All meals are buffet-style and will be served in the dining hall. Menu options change daily.
- For Participants with food allergies, Christopher Newport University recognizes and accommodates dietary needs in a way that's personalized, sensitive and supportive.
- To enter the dining hall, you must have your meal swipe card.

- Participants and Adult Sponsors are allowed to bring snacks to enjoy outside of sessions and on breaks.
- Food deliveries will not be allowed.

LODGING

Lodging is assigned based on Team enrollment. Room assignments will be made by YADAPP staff. YADAPP staff will attempt to follow the process below but reserves the right to make modifications as deemed necessary.

- Adult Sponsors will have a single bedroom with an adjoining shared bathroom with another Adult Sponsor.
- Participant rooms are double occupancy. The first Participants of the same gender listed in the enrollment site will be roommates. Each Participant room will have an adjoining shared bathroom with another Participant room. Roommates may be from different Teams based on Team composition.
- No females will be allowed in male dorm spaces and no males will be allowed in female dorm spaces.
- Attendees will be responsible for any and all losses, damages, or thefts they cause to Christopher Newport University property and any replacement fees, including a \$50 charge per lost access card. An invoice will be sent from Virginia ABC Community Health and Engagement following the conference.
- Vending machines are located around campus and snacks are permitted in residence halls.
- Food deliveries will not be allowed.

For any special circumstances, please reach out to education@virginiaabc.com

THINGS TO BRING

Participation Forms found at www.yadapp.com/conference are to be submitted electronically prior to June 1. All attendees will be contacted with special instructions on Health Forms and how to submit them.

During the conference attendees will be staying in college dorm rooms and should remember to pack for 5 days. Linens and toiletries will not be provided. Below is a list of general items for packing.

- Pillow, sheets and blanket for an extra-long twin bed (sleeping bags work great too)
- Towel, washcloth and shower shoes
- Casual clothing that follows the dress code
- Comfortable shoes for walking
- Sweatshirt or sweater for indoors
- Alarm clock and chargers for electronics (to be used during breaks and free time)
- Umbrella or raincoat
- Snacks for during free time and in-between and after sessions
- Supplies to participate in Door Decorating Contest, Costume Parade and Talent Show

CODE OF CONDUCT AND DRESS CODE

YADAPP promotes youth leadership, which should be reflected in the conduct and dress of both Participants and Adult Sponsors.

Code of Conduct

- Remain on campus during the entire conference.
- Attend and arrive on time to all scheduled sessions.
- Participate in all sessions, be cooperative and contribute positively to YADAPP.
- Be courteous of Christopher Newport University's staff, students and property.
- Communicate in an appropriate manner, which includes not using foul language or gestures.
- Conduct yourself responsibly including no horseplay.
- Follow curfew and lights out.
- No food deliveries.
- Follow the dress code.
- No females in male dorm spaces and no males in female dorm spaces.
- Treat others with courtesy and consideration, respecting their rights and beliefs and not engaging in inappropriate touching, un-welcome teasing or other unkind behaviors.
- Turn cell phones off/to silent for the duration of all sessions.
- Wear your YADAPP nametag at all times.

Violations of any of the above will result in one or more of the following:

- Verbal warning
- Telephone call to your parent/guardian
- Removal from the session
- Removal from the conference (transportation provided by your parent/guardian)
- Inability to apply for a Youth Staff position in the future

Dress Code

YADAPP promotes youth leadership, which should be reflected in casual attire:

- Jeans, pants, capris, shorts, long and short sleeved shirts are allowed.
- Shorts must be at least fingertip length.
- Tank tops must have at least three finger width straps.
- Clothing must cover the midriff area and undergarments cannot be exposed.
- Clothing cannot have foul, offensive, inappropriate or suggestive messages.
- Casual attire does not include pajamas or other lounge wear.

Violations of any of the above will result in being required to change.

VISITOR POLICY

We are committed to the safety of all YADAPP attendees. The following outlines our Visitor Policy.

- Parents and friends of YADAPP Participants and Adult Sponsors are not allowed on conference grounds **at any time** during the conference. This includes Talent Show and evening sessions.

- Every five years, YADAPP will host an alumni event inviting all alumni to attend. Information for these events will be promoted through our website and Facebook page.
- Community partners, foundation members, non-profit executive leadership and administrators interested in learning more about the YADAPP program by attending one of our kick-off conference sessions can submit a Visitor Request Form found on our website by July 1 to education@virginiaabc.com.

Visitor Expectations

- Visitors must check in at the YADAPP Office upon arrival.
- Visitors must wear visitor credentials at all times while on campus.
- Visitors must be respectful of all sessions and activities taking place during their attendance.
- Before departure, visitors must check out at the YADAPP Office.
- Follow the YADAPP Code of Conduct.

IMPORTANT DATES TO REMEMBER

- **April 1 – April 30:** Early Bird Enrollment
- **May 1 – June 1:** Regular Enrollment
- **June 1:** All Team changes in the enrollment system and all required forms submitted
- **July 1:** Visitor requests submitted to education@virginiaabc.com
- **July 22 – 26:** YADAPP 2024 Kick-Off Conference
- **November 1:** Youth Leader Applications due
- **June 1, 2025:** STAN Plan Final Report due