

SD-TCP Request for Application FAQs

2025-2026

Updated: January 15, 2026

1. Within Catalyst120, how do I add applications, add attachments, and submit my application?
 - a. Videos can be found at the bottom of the page at <https://quittobaccosd.com/resources/request-for-application>. Note these videos are from previous funding cycle, but the information is still accurate.
2. Can the grant pay for the time to implement curriculums?
 - a. Yes, you can write that you are applying to implement an approved curriculum and funds would be used for time. You can also put if you already have the curriculum or if you plan to utilize a training that the SD-TCP supports for free curriculum.
3. Do we budget for travel to the Tobacco Control Institute?
 - a. Travel expenses (i.e. mileage and hotel) related to the Tobacco Control Institute and approved curriculum trainings will be directly reimbursed by the SD-TCP and should not be included in your budget request.
4. Is digital messaging approved in grant applications?
 - a. Yes, however if you want to do a digital board, there are somethings to be aware of. The SD-TCP does not have these ads available. If you would like to use DOH ads for this, you would have to budget for the conversion of ad into a digital message and get DOH approval prior. If you are looking to create your own messaging, DOH will still need to approve prior to displaying.
5. Do you consider advertisements in the Fair books, newsletters, newspapers, sports programs, etc. as media?
 - a. Yes. Anything using the SD-TCP or DOH logos are considered media and must have prior approval before being published. If this would put you over the 50% total budget limit, provide an explanation on who you will reach with this media, etc.
6. Does funding cover marijuana related efforts such as addressing youth vaping marijuana?
 - a. SD-TCP funding opportunities only covers tobacco related products and prevention and cessation efforts.



7. What is the source of funding for these grants? Is it federal pass-through or some other source?
 - a. State funds.
8. If I create my own media item, does it have to include a disclaimer?
 - a. Yes. If funds from this funding opportunity are used to create any media item, a disclaimer such as "Paid for by the South Dakota Tobacco Control Program" will be required.
9. I have more than 4 activities for a goal area. How do I add in the additional activities?
 - a. You can combine activities if needed within your descriptions. Just make sure to identify that they are different activities. For example, if in Goal 1 you have 6 activities. Label activities 5 & 6 as the number, then put the activity description in. If you have activities that follow the same timeframe, you could put them together to help identify timeline.
10. I see INDEPTH and NOT have self-paced modules. Can we write in funds for this?
 - a. Funds may be used to facilitate the in-person/virtual options of INDEPTH and NOT. Self-paced modules do not require facilitation and mainly consist of helping promote items. Therefore, funds surrounding the self-paced programs should be limited.
11. What type of costs fall under ancillary?
 - a. Ancillary funds are the "random" costs that you don't normally think of when writing a budget. Examples include any extra supplies you might think you need, additional facilitator hours to facilitate a meeting that may not have been originally planned, incentive items for youth (from the approved incentive item list), and to write in for the full 10% of budget amount. Reminder that no food costs are allowed.
12. Are funds able to be used for support groups or what kind of work is supported in this area?
 - a. When it comes to any asks about specific things to write for in the application, staff unfortunately cannot give any exact "yes" or "no" answers. All activities and items written for in the application are sent on to a review committee who will look over applications and allowable items, etc. I can say that per the grant guidance, no direct care or services is allowable, and this does include coaching. You may, however, propose in your application what exactly the support group will be doing and if it will be offering any kind of education, activities, or support that is not already being offered by the SD Quitline. IF so, please describe in your application what those details are and why they would be beneficial. It never



hurts to outline in detail why this is such an important need, anything to justify the case.

13. Will there be any type of virtual Q&A for TYCE applicants to attend?

- a. No virtual Q&A will be provided. All questions can be submitted through email to provide staff the time to answer correctly and get further information if needed.

14. Can Community Health Workers (CHW) be written into the tobacco workplan for this funding?

- a. You can utilize a CHW, if you are not paying the CHW to do that specific tobacco work, as it would cause double-dipping from funding sources.

15. Is Project-Sun (*Stop the Use of Nicotine*), an evidence-based American Indian/Alaskan Native youth focused curriculum offered through the SD-TCP?

- a. No training or curriculum materials are available through the SD-TCP.
 - i. The SD-TCP does support the use of Project-SUN, but will not provide trainings, materials, and/or funds for purchase of curriculum at this time.

