



YOUTH TOBACCO PREVENTION TOOLKIT MINI FUNDING PROPOSAL

APPLICATION DEADLINES: Accepted on a rolling basis until
January 30, 2025 (as funds available)

YOUTH TOBACCO PREVENTION TOOLKIT MINI FUNDING PROPOSAL

<p>Point of contact: Hilary Larsen, Tobacco Program Coordinator</p> <p>Hilary.Larsen@state.sd.us</p>	<p>Application Release: December 12, 2024</p> <hr/> <p>Application Submission Deadlines:</p> <p>Accepted on a rolling basis until January 30, 2025 (as funds available) .</p>
<p>Funding available: \$30,000</p>	<p>Important Dates:</p> <p>Depending on availability of funds, applications will be accepted on a rolling basis with a final deadline of January 30, 2025.</p> <ul style="list-style-type: none"> • Applications submitted before December 20, 2024 will <i>tentatively</i> receive notification of funding award by January 2, 2025. First payment will be disbursed by February 5, 2025. • Applications submitted after December 20, 2024 but before January 30, 2025, will <i>tentatively</i> receive notification of funding award by February 10, 2025. First payment will be disbursed by March 25, 2025.
<p>Number of anticipated awards: 15</p>	
<p>Project Period: December 12, 2024 - April 30, 2025</p>	

Application link and supporting documents can be found at <https://quittobaccosd.com/resources/request-for-application> under Funding Options or Hilary Larsen at Hilary.Larsen@state.sd.us.

Applications that are incomplete or received after January 30, 2025, will not be considered for funding. For questions, please contact Hilary Larsen, by email at Hilary.Larsen@state.sd.us or by phone at 605.367.7130.

Background

The South Dakota Tobacco Control Program (SD-TCP) has been providing youth focused mini funding opportunities to schools for over a decade. According to the 2023 Youth Tobacco Survey, the most common age for youth to try an e-cigarette was 12 years old, while over half of middle school students reported ever trying a cigarette at age 10 or younger.¹ The Centers for Disease Control also states that 9 out of 10 adult tobacco users tried their first product before the age of 18.² In an effort to combat these trends, the SD-TCP has created a new Youth Tobacco Prevention Toolkit to support schools and local organizations that work with youth, to learn and implement activities to educate youth and their peers.

Purpose

The purpose of this mini funding is to provide the opportunity to schools and organizations that work with youth funds to implement tobacco control education activities, policies, and curriculums into their school, organization, and/or community.

Eligibility

This funding opportunity is available in three different categories that the applicant must identify in their application. Maximum funding eligibility is determined by categories selected within application.

Funding will be prioritized for those who have attended the Youth Tobacco Prevention Toolkit Trainings held by South Dakota Tobacco Control Program staff.

Available Funding

- Applicants may request up to \$5,000 total if they select more than one category.
- The total number of awards is dependent upon available funds and the number and scope of applications submitted.
- Funding is available on first awarded, first served basis.
- Funding will be distributed in two phases – an initial payment (50% of the total funds awarded) will be disbursed following the award notification. A second and final payment will be disbursed after the project period ends (April 30, 2025) and an invoice and receipts reflecting eligible expenses are submitted and reviewed.
- Payments will be provided by Black Hills Special Services Cooperative (BHSSC) on behalf of the SD-TCP.

Funding Parameters

Funding has been split into three categories. Applicants may select more than one category if the maximum request of funding does not exceed \$5,000. Categories and their requirements are as follows:

Policy (Max \$3,000)

- Requirements
 - Identify a minimum of two team members for initiative that will help support, implement, and report. If applicant is a school, one school administrator or school board member must be one of the team members.
- Examples:
 - Review and improve facility tobacco policy.
 - After passing a tobacco-free policy, increase signage around facility (with approval from state).
 - Provide education around policy awareness and tobacco-free policies.
 - Host QuitLine training to staff and promote the QuitLine at facilities.
 - Host a campus wide educational campaign/effort around policy awareness and cessation resources.
 - Host an educational event to the community on recent tobacco related data and needs to support tobacco-free policies.

Curriculum Implementation (Max \$3,000)

- Requirements
 - Participate in a training for the curriculum prior to implementation or show proof that they have attended a training in the past (if it's required to implement).
 - Implementation of curriculums listed in the SD Youth Tobacco Prevention Toolkit.
- Examples:
 - CATCH My Breath, Samantha Skunk, INDEPTH, Stanford Medicine Tobacco Prevention Toolkit Curriculums.

Educational Activities (Max \$2,000)

- Requirements
 - Attend a Youth Tobacco Prevention Toolkit training held by SD-TCP staff.
- Examples:
 - Implement activities from the SD Youth Tobacco Prevention Toolkit
 - Host a “campaign” education day around national tobacco control days (ex: Great American Smoke Out, Taking Down Tobacco, Red Ribbon Week, Great American Spit Out).

Funding Restrictions

- Funds may not be used for research activities, lobbying efforts at the local, state, or federal level, or for the purchase of food, beverages, equipment, or client/patient/provider incentives, or permanent equipment (e.g. vape detectors, laptops, printers, T.V.s, furniture, etc.).
- Incentive items must not exceed more than 25% of the total budget. All incentives must have a tobacco prevention message. Examples of eligible incentives include pencils and wristbands.
- NO gift card for incentives items to be given to participants.
- Funds may only be used for SD-TCP supported curriculums and approved activities.
- Funds may not be used to purchase materials or curriculum developed or promoted using tobacco industry funding.
- Funds may not be used for subscriptions, such as programs like Canva.
- Funds should not be used for the development or purchase of educational materials if an existing resource is available. All resources funded through this opportunity must receive prior approval and authorization. Numerous educational materials are available free of charge from the SD DOH at <https://apps.sd.gov/ph18publications/secure/puborder.aspx>.
- Funds cannot be utilized to support costs associated with event booths or health fairs.
- Funds may not be used to replace dollars currently earmarked for similar or existing programs or projects.
- Funds may not be used for trainings or speakers unless approved by the SD TCP.
- Applicants must not accept funds from any tobacco company or affiliated companies/ groups.

Application Guidelines

The South Dakota Tobacco Control Program will approve or deny applications, and all decisions will be final.

- The maximum RFA award is \$5,000 per applicant. The minimum RFA award is \$500 per applicant. The SD-TCP reserves the right to fund less than the total amount requested.

- Applicants must utilize the application found at <https://doh.sd.gov/grants/> and demonstrate how they will implement the strategies as stated in the request for award.
- Applicants must complete the attached Budget Template.
 - Budget must include description of activity and associated costs, total funds requested by activity, incentive costs (not to exceed 25% of the total budget), facilitator stipend/administration costs, and grand total (not to exceed \$5,000).
 - If requesting funds for incentives, please describe specific incentives in the description of activity. Include the total cost for all incentives under the “Incentives” line item under the budget.
- To be considered complete, applicants must submit: Application, Budget, copy of W-9, Proof of Insurance, and a support letter or acknowledgement from a school administrator if a school entity.

Reporting Requirements

- Requires monthly email check-in at minimum with Coordinator assigned to.
- End of year budget invoicing by April 30, 2025. (Reminder: the second and final payment will not be disbursed until after the project period ends (April 30, 2025) and an invoice and receipts reflecting eligible expenses are submitted and reviewed.)
- End of the year success story or exit interview with a SD-TCP staff member by April 30, 2025.

Award Requirements

- Final award decisions will be determined by the SD DOH staff. Applicants will be decided on the ability to:
 - Clearly identify their ability to meet requirements for funding.
 - Clearly explain proposed activities and they will benefit youth.
 - Provide detailed explanation of how funds will be used.
- The SD-TCP reserves the right to reject, in whole or in part, any or all applications, to advertise for new applications, to abandon the need for such services, and to cancel this RFA opportunity if it is in the best interest of the SD-TCP.

Technical Assistance

Technical assistance will be provided to awardees throughout the project period by the SD DOH staff and additional contractors from Black Hills Special Services Cooperative as needed.

Helpful Resources/Links

Background information and resources to assist applicants in developing their proposals can be found at Quittobaccosd.com under [Request for Application](#)'s Resources section. This list is not meant to be a complete list of all available resources.

References

1. Kerkvliet, J., He, T., Reabdarkolae, H., & Molengraaf, C. (2024). 2023 South Dakota Youth Tobacco Survey Report [Surveillance Report]. Population Health Evaluation Center, South Dakota State University

- Centers for Disease Control and Prevention. (2024, December 2) Youth and Tobacco Use. <https://www.cdc.gov/tobacco/php/data-statistics/youth-data-tobacco/index.html#print>.

Definitions

Please note the following definitions regarding this work:

- Tobacco or Tobacco Product: Any item made of commercial tobacco intended for human consumption, including cigarettes, cigars, pipe tobacco, smokes tobacco, nicotine pouches, and e-cigarettes. *This does not refer the traditional tobacco of our Northern Plains American Indians.*
- Vapor Product: Any electronic cigarette, electronic cigar, electronic cigarillo, or similar product or device and any vapor cartridge or other container of nicotine in a solution or other form that is intended to be used with or in an electronic device. The term does not include any product approved by the United States Food and Drug Administration for sale as tobacco cessation products and marketed and sold solely for that purpose.

Point of Contact

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