

FY22 Tobacco-Free Campus Mini-Grant Application

Background:

The American Lung Association is the oldest voluntary health organization in the United States, with a National Office and chartered associations around the country. Founded in 1903 to fight tuberculosis, the American Lung Association today fights lung disease in all its forms, with special emphasis on asthma, tobacco control and environmental health.

The mission of the American Lung Association is to save lives by improving lung health and preventing lung disease. In 2009, the American Lung Association in Pennsylvania partnered with the Pennsylvania Department of Health to serve as the Primary Contractor of Tobacco Control Funds for the South Central PA Health Districts (Adams, Bedford, Blair, Cumberland, Dauphin, Franklin, Fulton, Huntingdon, Juniata, Lebanon, Mifflin, Perry and York Counties). As of 2016, the American Lung Association has been able to extend the service area to include the North Central PA Health District (Bradford, Centre, Clinton, Columbia, Lycoming, Montour, Northumberland, Potter, Snyder, Sullivan, Tioga and Union Counties) and North East PA Health District (Carbon, Lackawanna, Lehigh, Luzerne, Monroe, Northampton, Pike, Susquehanna, Wayne, Wyoming Counties). As a result of this partnership, American Lung Association in Pennsylvania is offering mini-grants to community partners, who serve the Health Districts mentioned above, to assist with the following initiatives:

1. Tobacco Cessation

- In-person group cessation: Provide Freedom From Smoking® (FFS) classes for individuals wishing to quit tobacco and nicotine products. Freedom From Smoking® is American Lung Association's signature smoking cessation program and consists of 8 sessions over a 7-week time period. Each session is designed to help tobacco users gain control over their behavior, and because no single quit smoking plan is effective for all tobacco users, the program has a variety of evidence-based techniques for individuals to combine into their own plan to quit.
- A staff member from each facility will be given the opportunity to be trained as an FFS facilitator and once trained, will be certified for 3 years. The mini-grant will cover the cost of the training as well as the costs of conducting one FFS clinic for participants that are interested in quitting tobacco use. All classes must be started prior to June 15, 2022 with a minimum of 10 participants enrolled per class.
- PA Free Quitline: Provide PA Free Quitline information and printed materials for individuals wishing to quit tobacco and nicotine products. The PA Free Quitline is a free telephone cessation program with an individualized counseling component.
- Online cessation: Provide access to Freedom From Smoking® (FFS) Plus for individuals wishing to quit tobacco and nicotine products. Freedom From Smoking® (FFS) Plus is American Lung Association's signature smoking cessation program adapted to an online format that includes access to cessation counseling at an individual's own pace.
- What it funds:
 - Freedom From Smoking Facilitator training and certification
 - Stipend for the Freedom From Smoking® Clinic
 - Participant kits
 - Coverage for incidentals such as room rental, space, food and beverage for classes
 - Up to 4-weeks of Nicotine Replacement Therapy for all class participants provided by American Lung Association in Pennsylvania

- Printed materials to advertise PA Free Quitline and Freedom From Smoking® Plus
- Who may apply: Colleges or community organizations working with colleges with an interest in offering tobacco cessation programming and resources for college students. Priority will be given to organizations focusing on underserved and disparate populations

2. Tobacco-Free Policy

- Enhancing tobacco-free policy: Develop and implement new or strengthen tobacco-free policies at campus facilities by June 30, 2022. Engage faculty and student groups to prepare the campus for tobacco-free policy change through activities prior to implementation.
- What it Funds:
 - Program materials
 - Tobacco-Free Policy review and guidance
 - Tobacco-Free activities on campus to promote new/enhanced policy
- Who may apply: Colleges or community organizations working with colleges with an interest in creating or strengthening tobacco policy.

3. Tobacco-Free Health Messaging

- Develop tobacco-free messaging campaign: Develop a public health messaging campaign to be used throughout campus facilities to raise awareness surrounding the impact of tobacco use and cessation options available to students and faculty by June 30, 2022.
- What it Funds:
 - Program materials
 - Tobacco-Free messaging activities on campus
- Who may apply: Colleges or community organizations working with colleges with an interest in creating or strengthening tobacco policy.

Directions:

Community organizations interested in submitting a mini-grant application should complete the required documents below; organizations may choose one, some, or all activities listed above and be awarded **up to \$10,000** for their efforts. The American Lung Association in Pennsylvania will administer this mini-grant program and reserves the right to request additional information about project statements.

Checklist

Please submit one copy of the following:

- _____ Cover Sheet
- _____ Description of project
- _____ Expected Outcomes
- _____ Timeline
- _____ Budget
- _____ Signed Tobacco Relationship Declaration

All mini-grant applications must be submitted electronically to Chelsey.Hildebrand@Lung.org no later than 2:00 pm EST on Friday, October 15, 2021. Applications submitted after the deadline may not be considered for funding.

Invoicing:

Payment will be made through a one-time invoice based on the budget breakdown outlined by the contracted organizations through the Budget Summary Breakdown provided by the American Lung Association in Pennsylvania. This payment will be made for services rendered once payment from the PA Department of Health is received by the American Lung Association in Pennsylvania. In addition, all mini-grant funds and deliverables must be spent by June 30, 2022.

Questions:

Any questions can be directed to:

Chelsey Hildebrand
Manager, Health Promotions
Chelsey.Hildebrand@Lung.org
717-971-1126

Cover Sheet

Who will manage the project?

Applicant Name (Organization) _____

Contact Person _____ Title _____

Mailing Address _____

City _____ State _____ Zip Code _____

Telephone _____ Fax _____ E-Mail _____

Mini-Grant Requesting _____

Amount Requested _____ Federal ID# _____

Who is the Financial Agent?

Contact Person _____ Title _____

Mailing Address _____

City _____ State _____ Zip Code _____

Telephone _____ Fax _____ E-Mail _____

By signing the below the applicant states that as a representative of aforementioned organization all funds will be used to complete the described project. The organization agrees to submit monthly report, monthly invoices, and provide a final report after Day at the Capitol. It is agreed that all funding will be provided on a reimbursable basis. The aforementioned organization also agrees that it is currently not receiving any grant monies or in-kind donations from tobacco companies or their subsidiary companies.

Authorized Signature _____

Print or Type Signature _____

Title _____

Date _____

Is this the only mini-grant you are requesting? Yes No

If not, please submit a separate application for each mini-grant at the same time.

Description of the Project (200 word limit)

Please indicate the goal(s), objectives, population being served, geographic area being served, as well as describe how mini-grant funds for the specified project align with your/ your organizations mission.

Expected Outcomes (300 word limit)

Outline the specific measurable outcomes of the proposed project, how they will be measured, how the progress will be monitored, and how these outcomes will be shared.

Project Timeline

Name of Project:

Activity	Evaluation Measure	Deliverable Date
1.		
2.		
3.		
4.		
5.		
6.		

Budget

Indicate total amount requested for this project and a breakdown of the budget outlining how the requested funds will be spent. For example, funds can be spent to purchase program materials, rent locations to hold a cessation or prevention program, pay for a facilitator to be trained in Freedom From Smoking, etc.. Funds cannot be used to pay for incentives for individuals to participate in a program and/or for nicotine-replacement therapy (NRT).

Description	Unit Cost	Quantity	Total Cost
	Total Requested		

Tobacco Relationship Declaration

Having reviewed the attached list of Tobacco Companies and their Subsidiaries, there are no goods, cash or in-kind contributions or services received from any relationships with any tobacco company, its subsidiaries or agents.

While under this contract and receiving state dollars appropriated under Act 77, _____ will not enter into any grant or other arrangement in which goods, cash or other considerations are received from a tobacco company, a subsidiary or their agent.

Name

Date