



Indiana
Department
of
Health

Tobacco Prevention and Cessation

Local RFA Training Slides

OUR MISSION:

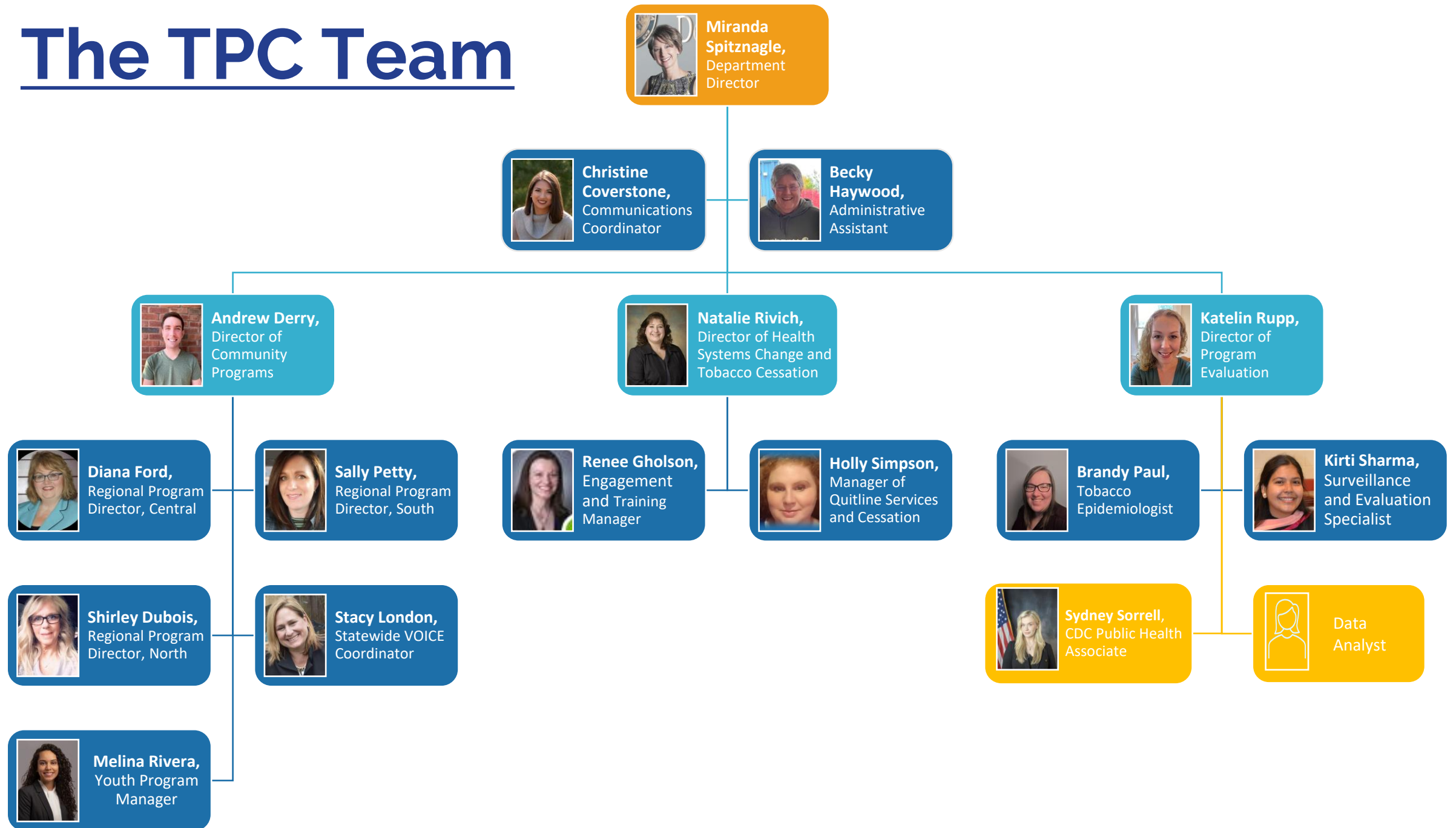
**To promote, protect, and improve
the health and safety of all Hoosiers.**

OUR VISION:

**Every Hoosier reaches optimal health
regardless of where they live, learn,
work, or play.**



The TPC Team





Overview of Grant Types

Purpose of the Regional Grant

The vision of the regional partnerships is to build community education, awareness, and capacity for commercial tobacco control with a focus on rural areas of the state where TPC funding does not currently exist. The vision includes building capacity in these designated areas of the state and transitioning to local capacity-building partnerships at the end of the two-year funding cycle.

Purpose of the Capacity Building Grant

The purpose of the Capacity Building Grant application is to bring in local partnerships for commercial tobacco prevention and cessation that are not currently funded. The two-year capacity grant will allow for new partnerships to fully develop a local coalition and learn evidence-based commercial tobacco control practices.

Purpose of the Community-Based Grant

The purpose of the Community-Based Grant application is to sustain local partnerships for commercial tobacco prevention and cessation that have been funded. The two-year grant allows for continued local infrastructure building to build on strategies in the Indiana Tobacco Control Strategic Plan.



Best Practices in Commercial Tobacco Control

We Know What Works





health first
INDIANA

Your Community Info

Connections to Health First Indiana



Indiana
Department
of
Health

Health First Indiana

- Historic, FIRST of its kind investment in public health
- Investment in prevention leads to healthier communities and workforce, which attracts businesses and benefits economy
- Brings together local elected officials, public health, clinical health and community partners
- Partnerships allow us to organize care as a community, reduce duplication of services, be more efficient
- Benefits rural communities that often have fewer resources



Funding

Before HFI

LHDs received state appropriation of \$6.9 million

With HFI

With new legislation, LHDs received \$75 million in 2024 and \$150 million in 2025

- Established process for counties to opt-in to enhance local public health funding and maintained local control throughout
- Defined core public health services and parameters for use of funding
- Made changes to Local Health Board appointments

Funding Status

92 local health departments have opted in for 2025

**100% of the State of Indiana will receive
Health First Funding in 2025**

Collaboration with Local Health Department(s)

Demonstrate the level of engagement and/or planned collaboration for this grant that your organization and/or coalition will have with the local health department(s). Choose one statement from the list below that best describes the collaboration and respond to that statement.

Health First Indiana information can be found here: [Health First Indiana: Home](#)

1) Applicant organization has communicated with the local health department about your intent to apply for this grant. Please indicate whom within the LHD you discussed the application with, and acknowledge this grant will not be a duplication of LHD services.

2) Applicant organization intends to partner with the LHD on the grant. Please share the LHD's role in the grant and how it will complement core public health services. *If applicable, please be as specific as possible on current staff and funding support.*

3) Applicant organization is a LHD. Please share how this grant complements relevant Health First Indiana services. *If applicable, please be as specific as possible on current staff and funding support.*

Priority Area 1

Middle and High School Comprehensive School Strategy

1. Conduct a relational meeting with school administrators to understand school climate, philosophy, successes, challenges, concerns, and needs.
 - Within first year of grant cycle
2. Obtain a signed agreement from school administration.
 - Once per grant cycle
3. Provide messages to communicate with school community.
 - Quarterly
4. As needed: Complete the 2026 Indiana Youth tobacco Survey in your assigned schools.
 - Process begins in summer 2026 and data collection ends in December 2026

-
5. Provide training for school staff and adults/parent groups on various tobacco issues.
 - Annually for each group
 6. Conduct at least one presentation to school board/administration.
 - Annually
 7. Obtain current tobacco free school policies within your county.
 - December 2025
 8. Assess current tobacco-free school policies.
 - March 2026

9. Develop a strategy chart for each school/school district identified to adopt restorative measures.

- June 2026

10. If needed, conduct implementation strategy meeting and offer cessation resources.

- Within four weeks of passing policy

11. If needed, promote the passing of a comprehensive tobacco-free policy via news release and social media.

- Within two weeks of passing policy

Youth Empowerment/VOICE

1. Complete recruitment plan and meeting schedule.
 - August 31 of each year
2. Establish a VOICE Core Leadership Team and submit online intake and roster forms.
 - September 30 of each year and ongoing as needed
3. Utilize recruitment tools to connect with young people and recruit interested youth.
 - Ongoing as appropriate
4. Execute VOICE branded actions in partnership with VOICE Core Leadership Team.
 - Quarterly
5. Participate in ALL required VOICE statewide youth empowerment meetups and capacity building opportunities.
 - Reference VOICE calendar

-
6. Hold monthly core team/action squad meetings.
 - Monthly
 7. Support any initiatives led by the VOICE Youth Ambassadors.
 - Decided by VOICE Youth Ambassadors
 8. Provide a letter of recommendation for any interested Core Team Member to serve on the statewide leadership team for VOICE Youth Ambassador Program.
 - Spring of each year
 9. Support the transition of VOICE members into the VOICE Alumni Network.
 - Annually

Point-of-Sale

1. Participate in Tobacco Retailer Assessment.
 - April 2026
2. Conduct educational activities on Tobacco Point-of-Sale.
 - Quarterly
3. Conduct community education event.
 - Once per grant cycle



Priority Area 2

Tobacco-Free Health Care Facilities

1. Assess current smoking policy.
 - Within first quarter
2. Conduct ongoing activities to advocate for policy change.
 - Quarterly
3. Conduct presentation to decision makers.
 - Annually
4. Assist with implementation strategy.

Smoke-Free Communities

- Level 1, Getting Ready: Increase the community's readiness for a strong local smoke-free air ordinance for all worksites, including restaurants, bars, membership clubs, and gaming facilities.
- Level 2, Policy Campaign: Pass and implement a strong local smoke-free air ordinance for all worksites, including restaurants, bars, membership clubs, and gaming facilities. *This tier must budget staff hours.*
- Level 3, Maintenance: Maintain relationships with local decision makers and partners to support the strong local ordinance and provide ongoing community education about the importance of the strong local ordinance.

-
1. Complete/update Community Readiness Profile.
 - By September 2025
 2. **Optional Deliverable:** Complete the C-PAS.
 - By December 2025
 3. Complete strategy chart.
 - Within second quarter, repeat as needed
 4. Conduct activities to achieve goals in strategy chart.
 - Monthly
 5. Work on implementation and maintenance plan.

Smoke-Free Multi-Unit Housing

1. Create or update a database of MUH properties in your community.
 - Within first quarter of the grant
2. Complete a strategy chart for implementing a smoke free/vape free policy in at least one MUH property.
 - Within second quarter of the grant
3. Conduct ongoing activities to achieve goals outlined in strategy chart .
 - Quarterly
4. Assist housing management with the implementation and enforcement of SF housing.
 - Deliverable due as needed for new or existing policies

Tobacco-Free Colleges and Universities

1. Form taskforce with broad representation.
 - Once per grant cycle
2. Assess tobacco-free campus policy to determine policy recommendations.
 - Within the first year of the grant cycle
3. Meet with taskforce on a regular basis to lead and plan activities for the tobacco-free campus projects.
 - Quarterly
4. Conduct a relational meeting with both member of the institution's leadership and high-ranking members of student-led government.
 - Within first year of grant cycle

5. Conduct at least one presentation per year on tobacco-free campuses to decision-making bodies within college.

- June 30, 2026; June 30, 2027

6. Upon passing a comprehensive campus-wide tobacco-free policy, the taskforce will conduct an implementation strategy meeting.

- Within four weeks of policy passing

7. Assist taskforce with policy implementation.

- Quarterly



Priority Area 3

Quit Now Indiana

- 1) Conduct ongoing Quit Now Indiana education and outreach with healthcare providers and organizations (including those that serve marginalized communities), employers, multi-unit housing facilities, community members, etc.
Example activities:
 - a) Promote and distribute QNI resources
 - b) Use Health System Tobacco Treatment Assessment to review and assess healthcare facility internal tobacco treatment processes
 - c) Offer training and resources for tobacco treatment
 - d) Refer community members to QNI
 - e) Share QNI data (referral numbers, enrollments, ROI) with partners
 - Monthly

Quit Now Indiana

2) Promote the Quit Now Indiana Champions program to employers, healthcare professionals, and healthcare system

- a) Encourage healthcare professionals and employers to visit QNI to enroll in QNI Champions
 - b) Monitor QNI referral reports to identify QNI Champions that have made at least 10 referrals
 - c) Engage a multi-disciplinary team to assess and address tobacco in the health system
 - d) Obtain 100% tobacco free grounds policy
 - e) Obtain tobacco treatment workflow/policy
 - f) Verify that an employer offers employee health insurance benefits
 - g) Verify that an employer offers incentives or support for employee tobacco treatment
 - h) Recognize QNI Champions levels
- Monthly

3) Use Quit Now Indiana referral reports and enrollment numbers to guide outreach efforts.

- Monthly

Employers

- 1) Conduct outreach to employers, such as:
 - a) Conduct a presentation or meeting for employers to address the burden of tobacco and to provide steps for employers to address tobacco use.
 - b) Educate leadership of local businesses on offering health insurance benefits with tobacco cessation coverage.
 - c) Assist employers with promoting cessation benefits and offering incentives for Quit Now Indiana to employees.
 - d) Educate leadership on the importance of implementing a strong tobacco-free grounds policy including electronic nicotine delivery systems.
 - e) Assist employers with implementing tobacco-free grounds policy.
 - f) Recognize Quit Now Indiana bronze, silver, gold, and platinum level Champion employers locally with a Quit Now Indiana window cling, digital badge, and public recognition.
 - Quarterly
- 2) Utilize employer database template and QNI referral reports to monitor ongoing outreach outcomes.
 - Quarterly



Priority Area 4

Coalition

1. Conduct ongoing coalition development and maintenance.
 - Recommendation is a progression of monthly activities that build a working coalition
2. Complete at least one earned media submission.
 - Monthly
3. Educate state and local policy makers.
 - Quarterly
4. Conduct relational conversations.
 - Quarterly

-
5. Engage and work in partnership with organizations serving marginalized populations.
 - Quarterly
 6. Conduct at least one presentation or meeting per year with the board, administrators, or leadership of the Lead Agency.
 - Annually

Tobacco-Free Families

1. Implement *Breathe* program in at least one new Head Start Center/Alternate Organization.
 - Ongoing, annually
2. Maintain *Breathe* program in at least one existing Head Start Center/Alternate Organization.
 - Ongoing, annually
3. Utilize *Breathe* materials for promotion and education.
 - Report as needed



SMART Objectives and Writing Work Plans

Set SMART Objectives

Identify Your Goals and Vision of Success

- Why is this work important?
- Be sure your goals are SMART
 - Specific, Measurable, Attainable, Relevant, Time-based
- Enter these into your Action Plan

S-M-A-R-T objectives

SMART Objectives are...

Specific: What is the goal you're trying to realize?

Measurable: How much? How often? How many?

Attainable: Is it achievable?

Relevant: Is it relevant to your overall vision?

Time-based: When will it happen? What is a realistic timeframe?

Specific

Is there a description of the *activity* and the *situation/setting* in which it will be performed?

Is it concrete, detailed, focused, defined?
(who, when, what, where?)

Example of Specific

*ABC Community School Corporation and DEF Community School Corporation **will incorporate nonpunitive enforcement measures in writing for youth who use tobacco** by June 30, 2027.*

Measurable

Can the performance of the objective be *measured*? Is there a rate number, percentage, or frequency clearly stated?

Example of Measurable

*The Tobacco-Free Coalition of Franklin County will increase the number of provider referrals from Franklin County to the Indiana Tobacco Quitline **from 5 per quarter to at least 10 per quarter** by June 30, 2027.*

Achievable

With a reasonable amount of effort, *can the objective be achieved?* Are you attempting too much?

Example of Achievable

*The Prince Edward County Tobacco-Free Coalition will conduct **at least 15 youth or adult-focused presentations** on how tobacco products are priced and marketed to teens by June 30, 2027.*

Relevant

Is the objective *important or worthwhile to the stakeholders*? Is it relevant to your overall vision?

When in doubt, refer to the TPC Priority Areas, Community Indicators, and Contract Deliverables (AND CDC's Best Practices)!

Example of Relevant

*By June 30, 2026, the Community Wellness Foundation of Pleasant County will **build and maintain a robust tobacco control coalition with monthly meetings and representation from business, education, faith, health, youth and civic sectors of the community.***

Time-bound

Is there a time limit? When will this objective be accomplished?

Example of Time-bound

*The Jones County Public Housing Authority, with assistance from the Jones County Clean Air Alliance, will pass and implement an indoor smoke-free air policy that prohibits all combustible tobacco, marijuana, and electronic cigarette use inside all units and common areas **by June 30, 2026.***

SMART

Specific

Measurable

Achievable

Relevant

Time-bound

Writing Work Plans

- ☐ Minimum one work plan per indicator selected
- ☐ Describe the coalition's vision to meet deliverables
- ☐ Identify key partners, stakeholders, and organizations
- ☐ Outline specific activities (beyond the vision) to meet deliverables
- ☐ Work collaboratively with coalition members
- ☐ Reference the samples provided, but make sure your work plans are original!

Sample Work Plan: Coalition

Priority Area: Protect and maintain a state and local infrastructure necessary to lower tobacco use rates
Community Indicator: Coalition
Expected Outcome: Build and maintain a tobacco free coalition that represents the community, including marginalized populations, who work collaboratively to implement comprehensive tobacco prevention and cessation efforts in the community.
SMART Objective: Increase active participation in the coalition (attending monthly meetings and engagement in coalition activities) by adding at least five new members by June 30, 2027, focusing on recruiting members from the following sectors of the community: business, education, and faith-based.
Baseline Measurement: There are currently 15 members on the coalition from 21 different organizations.
Data source for baseline: Coalition attendance records
Deliverables <ol style="list-style-type: none">1. Conduct ongoing coalition development and maintenance activities to involve participation from all sectors of the community. Milestones include:<ol style="list-style-type: none">a) Conduct ongoing assessment of coalition recruitment, development, and authentic engagement with marginalized populations. (Reference Coalition Assessment Document)b) Conduct regular activities including preparing coalition agendas, conducting meetings, planning coalition activities, and sharing minutes.c) Time building relationships in the community and among coalition partners.d) Celebrate coalition successes. Recognize coalition members for their hard work and accomplishments.e) Provide training to coalition members on populations most impacted by commercial tobacco control issues. (Reference the Recommended Coalition Maintenance Activities.) <p>DUE: Recommend progression of monthly activities that builds a working coalition</p>

Sample Work Plan: Coalition

Describe in one or two sentences the coalition's vision to meet deliverables for 2025-2027:

- The coalition will leverage its networks to reach and recruit new members from diverse sectors of the community, including marginalized groups, and strive to build authentic and reciprocal partnerships.

List key partners/organizations/stakeholders involved in this work plan:

- Tobacco Control
- Coalition members
- Youth Coordinator
- Lead Agency Staff
- Health Department
- Chamber of Commerce

Please outline specific activities beyond the vision provided to meet the deliverables (minimum 5/maximum 10 activities outlined)

- Set up individual meetings with current active coalition members to assess current involvement, status, and satisfaction of the coalition to help with retention.
- Complete the coalition assessment document. Work with Regional Director to set recruitment goals, develop action steps to identify, recruit and retain coalition members.
- Review and update sectors of the community currently missing from the coalition. Identify needed training for current and new members.
- Utilize working committees to plan and implement work plan activities (cessation, policy and prevention).
- Network with local radio, television, and newspaper sources to build relationships and educate them on local, state and federal commercial tobacco control efforts.
- Participate in other community group meetings to network and provide presentations about the coalition to businesses, service clubs, youth serving organizations and other community organizations.



Budget and Additional Forms

The **Budget Section** describes the operation costs needed to fund the tobacco control program and the development of the strategic work plan from July 1, 2025- June 30, 2027.

All grants are contingent upon the availability of funding

Financial Reporting Requirements

- Monthly/Quarterly Invoices
- Budget Change Requests are submitted on the Invoice document
- Invoices are due by the end of the month following the close of the quarter

Note: Invoices are not approved for payment if Monthly Program reports are delinquent

BUDGET WORKSHEET

- Set up as a two-year budget but present each year separately – two columns; one for FY2026 and one for FY2027 then total for two years.
- Bottom Line: Each annual total must represent half of the request. TPC is required to allocate 1/2 in year one and 1/2 in year two. There cannot be two different annual totals.
- Funds will NOT roll over from year to year.

	FY 2026	FY 2027	TOTAL 2026-2027
1. Personnel			
<i>a. Salaries/Wages</i>			
1. (Insert Position Title)			\$ -
2. (Insert Position Title)			\$ -
3. (Insert Position Title)			\$ -
Total from extra budget lines worksheet (if applicable)	\$ -	\$ -	\$ -
TOTAL SALARIES/WAGES >	\$ -	\$ -	\$ -
<i>b. Fringe Benefits</i>			
1. (Insert Position Title)			\$ -
2. (Insert Position Title)			\$ -
3. (Insert Position Title)			\$ -
Total from extra budget lines worksheet (if applicable)	\$ -	\$ -	\$ -
TOTAL FRINGE BENEFITS >	\$ -	\$ -	\$ -
2. Travel			
<i>a. In-State</i>			\$ -
<i>b. Out-of-State</i>			\$ -
TOTAL TRAVEL >	\$ -	\$ -	\$ -
3. Supplies			
<i>a. Office supplies</i>			\$ -
<i>b. Program supplies</i>			\$ -
TOTAL SUPPLIES >	\$ -	\$ -	\$ -
4. Subcontracts			
<i>a.</i>			\$ -
<i>A.</i>			\$ -
<i>c.</i>			\$ -
Total from extra budget lines worksheet (if applicable)	\$ -	\$ -	\$ -
TOTAL CONTRACTS >	\$ -	\$ -	\$ -
5. Other			
<i>a.</i>			\$ -
<i>A.</i>			\$ -
<i>c.</i>			\$ -
Total from extra budget lines worksheet (if applicable)	\$ -	\$ -	\$ -
TOTAL OTHER >	\$ -	\$ -	\$ -
6. Paid media (not to exceed 20% of total grant awarded)			
<i>a.</i>			\$ -
<i>A.</i>			\$ -
<i>c.</i>			\$ -
Total from extra budget lines worksheet (if applicable)	\$ -	\$ -	\$ -
TOTAL PAID MEDIA >	\$ -	\$ -	\$ -
7. Furniture and Equipment			
<i>a.</i>			\$ -
<i>A.</i>			\$ -
<i>c.</i>			\$ -
Total from extra budget lines worksheet (if applicable)	\$ -	\$ -	\$ -
TOTAL FURNITURE AND EQUIPMENT >	\$ -	\$ -	\$ -
TOTAL BUDGET	\$ -	\$ -	\$ -

BUDGET NARRATIVE

Personnel:

* Provide a written job description in the Grant Application for all funded positions. Make sure the job titles are the same as in the Budget Narrative.

Salaries *(List each employee separately. Include name and job title.)*

Be specific and show how salaries are determined:

- Percent of FTE dedicated to grant x Annual Salary x # Years = Salary

OR

- Hourly Wage x Hours per week dedicated to grant x # Weeks = Salary

Benefits *(List each employee separately. Include name and job title.)*

Be specific and show how benefits are determined:

- Percent of FTE dedicated to grant x normal and customary fringe benefits to all employees by lead agency = Benefits
- Please list all types of fringe benefits provided such as health insurance, social security tax, vision, life, paid time off, and sick leave.

BUDGET NARRATIVE SAMPLE

- Salaries – (list each employee separately)
 - Be specific and show how personnel expenses are determined

Percent FTE x Annual Salary Wage x 1 year = Personnel Expenses

OR

Hourly Wage x Hours per Week x 52 Weeks = Personnel Expenses

- List names (if known) and job titles.
- Provide a written job description in the Grant Application for all funded positions. Make sure the job titles are the same as in the Budget Narrative.

BUDGET NARRATIVE SAMPLE

Personnel	%FTE or Wage	Annual Salary or Hours Per Week	1 Year or 52 Weeks	Annual total that is shown on the Budget Worksheet
Director	5% (%FTE)	\$85,000 (annual salary)	1 year	\$4,250
Tobacco Coordinator	100%	\$45,000 (annual salary)	1 year	\$45,000
Tobacco Coordinator	50%	\$45,000 (annual salary)	1 year	\$22,500
Tobacco Coordinator	\$20.00 (Wage)	20 hrs/week	52 weeks	\$20,800

BUDGET NARRATIVE SAMPLE

- Benefits - List each employee separately.
- Calculate the percent FTE dedicated to grant x normal and customary fringe benefits provided to all employees by Lead Agency.
- Please list all types of fringe benefits provided such as health insurance, social security tax, vision, life, paid time off, and sick leave.

BUDGET NOTES

- Paid Media – no more than 20% of the total request per year.
- No Indirect Charges allowed.
- A detailed Budget Narrative is required. List specific items and show the math for how you arrived at the amount requested for each line item.

BUDGET NOTES

- Be specific in every aspect of the application.
- It is not acceptable to put in a budget amount without specific details in the Budget Worksheet and in the Budget Narrative.
- Provide evidence in the work plan of what you request in the budget.

BUDGET NOTES

- Calculate the personnel expenses correctly. Include all necessary information on the forms.
- Maintain all supportive documentation for monitoring engagement purposes.

BUDGET NOTES

- Promotional items, subcontracts, out-of-state travel, and paid media require Regional Director approval in writing prior to expending funds.
- Budgets may be amended during the grant cycle. The amendment is changed on the invoice and once the invoice is approved by the Regional Director, the money is reallocated and can be spent.
- Use state travel guidelines to calculate travel budget request.
- No one can be a part of the TPC budget and hold a full-time job elsewhere.

BUDGET NOTES

- Pay close attention to the section which lists how the grant money CANNOT be spent.
- Submit a written job description for all positions in the grant proposal.

Community Member Compensation

TPC recognizes the barriers to community engagement, and importance of recognizing community members for their invaluable time and expertise. As such, lead agencies may consider including in their budgets a line item for community member stipends made for services or to cover reimbursable expenses. The following are sample activities to consider:

- 1) Performance (e.g. spoken word, poetry, music)
- 2) Panel discussions
- 3) Participation in a specific project or activity (POS audits, YTS administration, etc.)
- 4) Participation in conferences or events where they represent the coalition in some official capacity
- 5) Travel costs (lodging, parking, per diem)


SCOPE OF WORK FORM

- Summary of Program
- List each indicator and 2-4 bullet points which best describe the expected outcome of the work plan.
- Do not use abbreviations or acronyms without explanation- spell out the term and designate the abbreviation.

Grants Webpage



Indiana Department of Health

 Search TPC



[Home](#) [Health Home](#) > [Tobacco Prevention & Cessation](#)

Contact and Information

Partnerships

Community Programs

Statewide

Health System Change

Tobacco Free Recovery

Grant Opportunities

Helping Hoosiers Quit

Quit Now Indiana

Youth and Young Adult Prevention

Indiana Leadership Academy for Wellness & Tobacco-Free Recovery Summit

TTS Community of Practice

Data

Fact Sheets

Summary and Reports

[Tobacco Prevention & Cessation](#) / [Grant Opportunities](#)

Grant Opportunities

2025–2027 Local Community Partnership Grants

Local Community Partnership grant opportunities for the 2025–2027 funding cycle are live.

Applications will be due in March – *please note the timeline in the application document as due dates may vary based on grant*.

Local Community-Based Partnership

Local Capacity Building Partnership

Regional Partnership

Training Workshops

Additional Resources

- [Request for Application](#)
 - [Administration Form](#)
 - [Work Plan Forms](#)
 - [Budget Form](#)
 - [Scope of Work Form](#)
 - [IDOH Vendor Form](#)
 - [Subcontract Example](#)

2025–2027 Statewide Partnership Grants

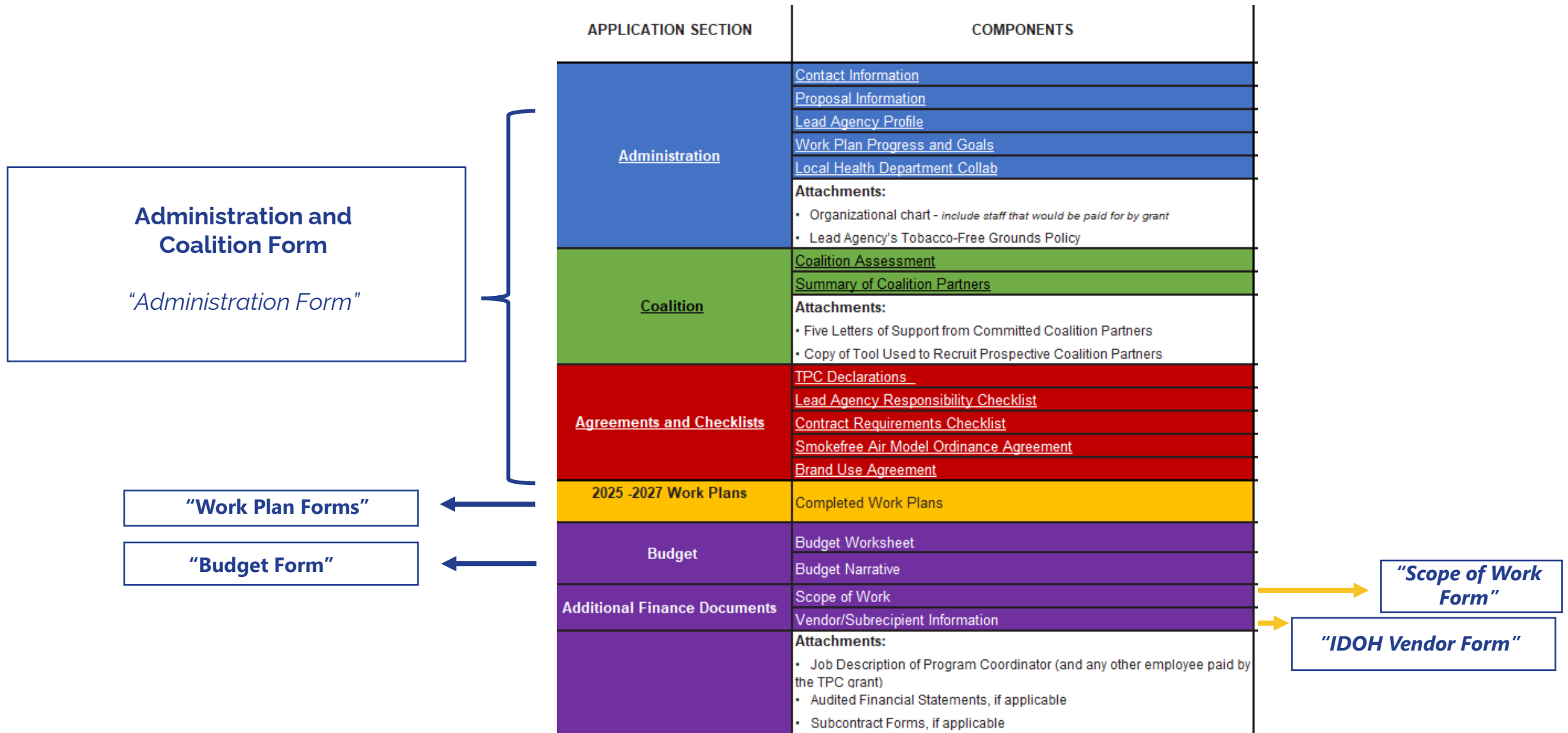
2025–2027 Statewide partnership grant is scheduled for release soon. Virtual training information is available now.

Application Forms

Virtual Training

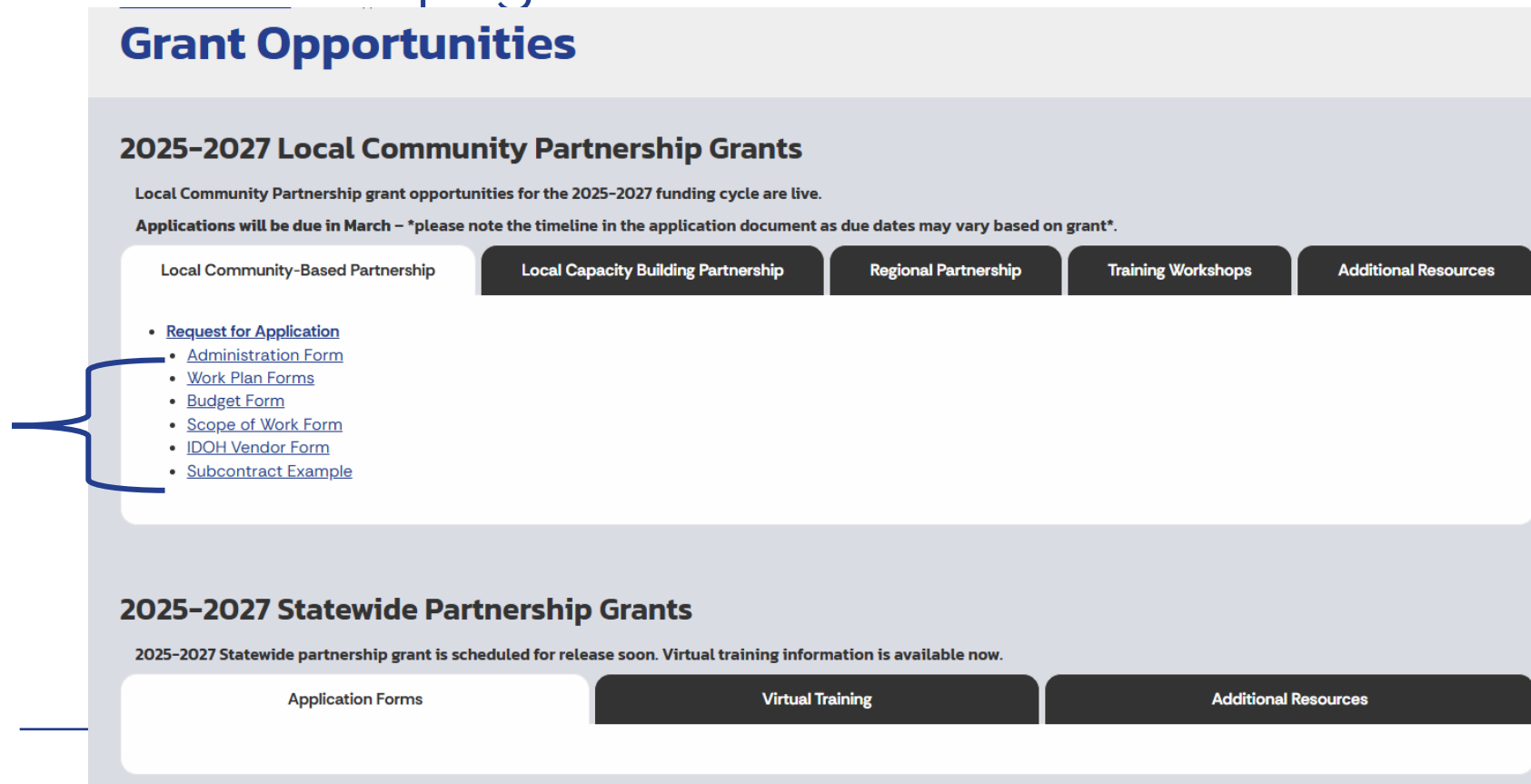
Additional Resources

Forms and Checklist



Accessing the Forms

Visit the [Grant Opportunities](#) webpage under “Partnerships” section on TPC’s website. All RFAs, forms and resources are available on this webpage.



Grant Opportunities

2025–2027 Local Community Partnership Grants

Local Community Partnership grant opportunities for the 2025–2027 funding cycle are live.
Applications will be due in March – “please note the timeline in the application document as due dates may vary based on grant”.

Local Community–Based Partnership Local Capacity Building Partnership Regional Partnership Training Workshops Additional Resources

- [Request for Application](#)
- [Administration Form](#)
- [Work Plan Forms](#)
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- [Scope of Work Form](#)
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- [Subcontract Example](#)

2025–2027 Statewide Partnership Grants

2025–2027 Statewide partnership grant is scheduled for release soon. Virtual training information is available now.

Application Forms Virtual Training Additional Resources

Administration and Coalition Form

July 2025-June 2027
Community Grant Application



Lead Agency Name:

Application County:

Address

Address 2

City Zip Code

Federal Identification Number

Lead Agency Contact

Title

First Name Last Name

Office Phone Email

Mobile

Work Plan Form

WORK PLAN FORM
Priority Area: Decrease youth and young adult tobacco use rates
Community Indicator: Point-of-Sale
Expected Outcome: Increase broad-based community support for tobacco point-of-sale strategies at the local level.
SMART Objective:
Baseline Measurement:
Data source for baseline:
Deliverables <ol style="list-style-type: none"> 1. Participate in Standardized Tobacco Assessment of Retail Settings (STARS) biennial survey to collect county-level data on tobacco products and point-of-sale advertising in retail establishments. DUE: April 15, 2026 2. Conduct youth and adult-focused educational activities on how tobacco products are priced and marketed to target teens and marginalized populations at the point-of-sale. Include results of local tobacco retailer assessments from the STARS annual survey. Depending on the audience, partners are encouraged to include information on how tobacco, alcohol, and unhealthy foods are all promoted, placed, and priced at the point-of-sale, how behaviors are influenced by this type of marketing, and the opportunity to address multiple factors that influence health by reforming the retail environment. DUE: Quarterly 3. Conduct Community Education event to disseminate results of local tobacco retailer assessments from STARS biennial survey. Include information about flavored tobacco products, including menthol, and product impact on youth and our most marginalized communities. Partners are encouraged to use the Community Education event as an opportunity to foster collaboration with organizations working on broader issues of healthy products in the retail environment. (Reference Community Education Toolkit.) DUE: Once per grant cycle
Describe in one or two sentences the coalition's vision to meet deliverables for 2025-2027:
•
List key partners/organizations/stakeholders involved in this work plan:
•
Please outline specific activities beyond the vision provided to meet the deliverables (minimum 5/maximum 10 activities outlined)
•



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Thank you for joining us!

Please submit any additional
questions to
TPCapplications@health.in.gov