

Welcome to Community/School Partnership Grantee Webinar #4

# The 2016 – 2017 Community/School Partnership Grant Application

September 14, 2015 | 2:00-3:00pm CT

Conference Line: 719-457-6209

Participant Code: 286305



## Objectives

By the end of the webinar, you should be able to:

1. Describe the components of the Community/School Partnership Grant Application.
2. Describe how to submit the Application using the Catalyst system.
3. List available resources that can be used for guidance on the Application.

- This webinar is designed to provide guidance on the 2016-2017 Community/School Partnership Grant application process.
- The webinar will review the components of the application, including key changes from previous grant cycles, and demonstrate the new application submission process using the Catalyst online system.
- It will also describe resources and success stories that can be useful for applicants to consider.



# The 2016 – 2017 Community / School Partnership Grant: The Basics

**Roshal Rossman**, South Dakota Tobacco Control Program

Next we are going to talk about the upcoming grant cycle for the Community / School Partnership grant. As many of you already know, the purpose of Partnership grant program is to link school and community tobacco prevention and control efforts in order to achieve maximum impact.

Applications for the 2016 – 2017 grant cycle will be released on September 19, so we'll be dedicating the rest of the webinar to walking through the grant information and how to apply.

## Community/School Partnership Grant - The Basics

### Eligibility:

- Local Government Entities
- Non-Profit Community-Based Organizations (501(c)3)

### Funding Amount:

- Up to \$25,000 per award

### Important Dates:

- Application available Sept 19
- Application due by Oct 7 at 5pm CT
- *Tentative* Award Notification early November
- **NEW:** Grant cycle is Nov 1, 2016–May 31, 2017

Eligibility: Community/School Partnership grants are awarded to local governmental and non-profit community-based organizations, coalitions and groups that support the mission of the SD-TCP. This includes organizations like youth groups, schools, civic associations, service clubs, healthcare organizations, faith based organizations, and local community coalitions.

Funding: The maximum grant award is **\$25,000** per applicant. However, please note that the TCP has the right to grant less than the total amount requested in the application.

Dates: the application will be available online on September 19 and finalized applications are due by October 7th at 5pm CT. One very significant change this year is that the grants will be awarded in early-November, but the grant cycle will end on May 31, 2017. This means the upcoming grant cycle will only last 7 months. The reason for this change is that the SD-Tobacco Control Program wanted to shift the grant cycle so it falls within a standard fiscal year. However, as a forewarning, this also means that a new round of grant applications will be released in the Spring for a new, year-long funding cycle set to begin on June 1, 2017 and last through May 2018.

## The Breakdown

Component	Value
Catalyst Online Application Form	40
Budget Worksheet	10
Required Supporting Information:	
• Need	15
• Capacity	10
• Policy Information	15
• Letters of Support	10
<b>Total</b>	<b>100</b>

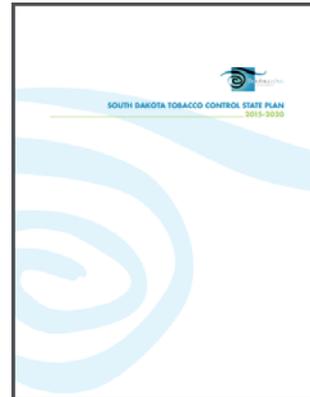
The application itself hasn't changed much since last year. It consists of the following major components that will be reviewed and scored:

- The Catalyst Online Application Form is online again this year and you will learn more about "how" to navigate through that process later in this webinar. All applicants must complete the online application in its entirety.
- Applicants will also be required to download a budget worksheet from Catalyst, formulate their budget, then upload it into Catalyst. This is different than last year, so please make note of that. Partnerships will be able to request up to 10% of their grant award to cover ancillary costs, which include meeting expenses and incentive items. There is no limit to the amount of facilitator stipend/administrative costs that an applicant can request. However, you must provide ample justification for the amount requested. Please view the Grant Guidance for further information regarding the budget.
- Lastly, applicants will be required to gather the Required Supporting Information and upload it as **ONE** PDF document within Catalyst. The Grant Guidance will explain these items in further detail, but they include:
  - Need
  - Capacity
  - Policy Information
  - Letters of Support

Once the application window closes, an objective review panel will evaluate complete and responsive applications according to the criteria that we reviewed. The applications will be reviewed by individuals having expertise in the fields of public health and specifically tobacco prevention and control.

## State Plan Updates

- Tribal and Mental Health/Substance Abuse population strategies
- Strategy II.2 reworded
- Added a strategy to Goal 3
- 2015 data added



The following changes are being made to the State Plan:

- Strategies that include tribal and mental health/substance abuse populations in Goals 1-3 will be reworded or moved to Goal 4 to avoid confusion and/or duplication
- Strategy II.2. was reworded to focus on youth and young adult cessation efforts.
- A strategy to provide education on the dangers of secondhand smoke in homes, cars and other vehicles was added to Goal 3.
- 2015 data from YRBS, YTS and Vital Stats was added to corresponding goals to show progress.
- Please make note of these changed and reference the updated version of the state plan when forming your workplan.

Now we will shift our focus on how to complete and submit applications using the Catalyst system.



# The 2016 – 2017 Community / School Partnership Grant: How To Apply

**Jacob Greenblat, SHPR**

Jacob Greenblat is Operations Director as SHPR, which hosts Catalyst. He provided a live demonstration to give an overview of how to use the system to apply for the grant.

To view this demonstration:

- Access video using the following link: <http://emory.adobeconnect.com/p3tyt7iy9gk/> 16
- Access audio by dialing 719-457-0820 and entering passcode 321665581



# The 2016 – 2017 Community / School Partnership Grant: Helpful Resources

Roshal Rossman, South Dakota Tobacco Control Program

## Technical Assistance

All grant news and updates will be posted at:

[http://doh.sd.gov/prevention/tobacco/  
partnershipgrants.aspx](http://doh.sd.gov/prevention/tobacco/partnershipgrants.aspx)

### TA Conference Calls will be held:

- September 27 at 9:30am CT
- September 28 at 1:30pm CT

### Questions for TA Calls

- Submit to [DOH.info@state.sd.us](mailto:DOH.info@state.sd.us) with “Partnership Grants Question” in the subject line
- Questions are due by 5:00 pm CT Friday, September 23, 2016

- In order to provide uniform technical assistance to applicants the TCP will hold two Technical Assistance Conference Calls. At the end of this webinar, we will also move into a Questions and Answer Session, so if you have any immediate questions to ask please do so. If we receive any questions that we do not have the answer to quite yet, then we will share answers to those questions on the TA Calls. So, please make plans to join one of the TA calls– where we will provide the responses to your questions.
- Call-in information will be posted on the Community/School Grants Partnership website.
- Questions for the calls **must be submitted via email to [DOH.info@state.sd.us](mailto:DOH.info@state.sd.us) by 5:00 pm Central Friday, September 23, 2016**. Please use “Partnership Grants Question” in the subject line of your email.

## Key Resources

### South Dakota Resources

- [BeFreeSD](#)
- [Tobacco Rethink It](#)
- [SD QuitLine](#)
- [Find Your Power](#)
- [Department of Health Website](#)
- [South Dakota Tobacco Control State Plan One-Pager](#)
- [South Dakota Tobacco Control Program K-12 & Post-Secondary Toolkits](#)
- [South Dakota Tobacco Control Program Tribal Toolkits](#)
- [ASBSD Tobacco-Free Schools Model Policy](#)
- [South Dakota Tobacco-Free Rodeo Guide](#)

### New!

- updated model school policy
- tobacco-free rodeo guide
- community toolkit live on Monday

Background information and resources to assist applicants in developing their proposals can be found on the Community/School Partnership Grants website, but I would like to highlight a few key and new resources, particularly the updated ASBSD K12 School Model Policy, Community Toolkit, and Tobacco-Free Rodeos Resource.

## Success Stories

### **Michael Glynn Memorial Coalition**

*Tobacco Retail Assessments*

### **Rural Sioux Empire Coalition for Youth**

*Tobacco-Free Parks Policy*

### **Watertown Tobacco Free Coalition**

*Tobacco-Free Policy at Behavioral Health Facility*



The Community/School Partnership Grants help us achieve our State Plan goals and objectives by focusing on changing communities to make the **healthy choice the easy choice**. With this in mind, here are some of the things we were able to accomplish in the past year...

- Rural Sioux Empire Coalition for Youth – took steps to a healthier community in Dell Rapids by working with the City Council towards making city parks in Dell Rapids tobacco-free. Student volunteers and the coalition facilitator did a park clean up of cigarette butts, then showed the litter when they presented information to the City Council. The City Council was very supportive and agreed to write up a tobacco-free parks policy. The next step is for them to adopt the policy and implement it.
- Michael Glynn Memorial Coalition – Conducted Point of Sale Retail Tobacco Assessment in their area. These assessments were well received by the retailers and it brought youth and adults involved in the project face-to-face with tobacco retailers in a positive manner. This opened up conversations about tobacco laws and compliance checks. They found that many of the retailers in their area are compliant with regard to placement of products and advertising, so they plan to recognize those businesses in the future.
- The Watertown Tobacco-Free Coalition was involved in the adoption and implementation of a tobacco-free buildings and grounds policy at Human Service Agency, which is a Community Support Provider and Mental Health Counseling Center and serves both developmentally disabled and behavioral health clients. The new policy, which was created by modifying the South Dakota Good and Healthy Workplace Model policy, went into effect in February 2016 and applies to all employees and visitors. The coalition helped write the policy and also provided signs to assist with enforcement.

Thank you to every coalition for the hard work and all of your success this past grant year! We look forward to witnessing your progress in the next year!