



## TOBACCO FREE YOUTH Mini Grant Application Cover Form

Organization/Agency Name:		
Address:		
City:	State: Rhode Island	Zip:
Phone:	Fax:	Phone:
Organization Executive Director Name:		FEIN#:
Project Contact Name:		Phone:
Email:	Amount Requested:	

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Authorized Signature

Title

Date

By signing this form, I state that, to the best of my knowledge that all information in this Mini Grant Proposal is true and correct.

Proposals must use the W-9 Form and Application Cover Form provided. The Mini Grant Scope of Work & Budget information can be submitted on a word document following the same format. Proposals should not exceed (4) pages and must be submitted by mail post marked 2/23/2015 or by email to [benvinda.santos@health.ri.gov](mailto:benvinda.santos@health.ri.gov)

- Mini Grant Application Cover Form
- Mini Grant Scope of Work & Budget Form
- W-9 Form (submit signature page of the W-9 Form provided)

**Applications should be sent to:**

Benvinda Santos, Tobacco Control Community Coordinator  
 Rhode Island Department of Health  
 Tobacco Control Program  
 3 Capitol Hill, Room 409  
 Providence, RI 02908  
[Benvinda.santos@health.ri.gov](mailto:Benvinda.santos@health.ri.gov)

**Complete Application Deadline is Monday, February 23, 2015 4PM.**

## TOBACCO FREE YOUTH Mini Grant Application

### Mini Grant Overview

The United Way in partnership with the Rhode Island Department of Health's Tobacco Control Program (RITCP) invite applications from not for profit youth based organizations/schools to participate in two coordinated statewide events that will boost awareness about tobacco use and tobacco free living among youth in RI. Awardees may be funded up to \$1500 each to RI organizations/schools with existing youth groups (ages 13-17) to assist in the planning and implementation of the 2<sup>nd</sup> Annual Kick Butts Day event - Zombie Walk scheduled March 18<sup>th</sup> and World No Tobacco Day (late May). Technical assistance, event coordination and messaging will be provided by the RITCP and Tobacco Free Rhode Island (TFRI) throughout the award period beginning approximately March 1<sup>st</sup> – June 30, 2015. Organizations with an existing youth infrastructure are strongly encouraged to collaborate and apply.

### Tobacco Free Youth Event Overview

**Kick Butts Day (KBD)** is a national day of activism that empowers youth to stand out, speak up and seize control against the tobacco industry tactics. Last year, a Zombie Walk at the Statehouse engaged hundreds of youth across the state and volunteers to educate the public about the harms of tobacco use and to promote cessation services. Youth dressed as zombies representing those that passed from tobacco use and to send the message to stay tobacco free. The 2<sup>nd</sup> annual Zombie Walk will be held Wednesday, March 18<sup>th</sup>. To see pictures from last year join RI Zombie Walk on Facebook or go to <http://www.tobaccofree-ri.org>

**World No Tobacco Day (WNTD)** is an initiative run by the World Health Organization (WHO). The aim of this event is to inform the public about the dangers of using tobacco and build awareness of tobacco company business practices. WNTD also aims to educate people about the work WHO undertakes in fighting the global tobacco epidemic. Each year, WHO develops a theme that states can incorporate in their efforts to educate the public. This year, RI youth will plan an innovative living billboard- flash mob style event late May 2015 at or near the Statehouse.

Both Kick Butts Day and World No Tobacco Day are opportunities for RI youth to come together to promote tobacco free living, cessation services and to build awareness about the dangers of tobacco use in an innovate way. Grant awardees are expected to actively participate in the planning and execution of both coordinated events.

#### Award Activity Commitment Include:

Participate in periodic 1 hr planning meetings/conference calls - approx. (1-2 KBD), (3-5 WNTD)

Encourage and organize youth participation

Recruit and coordinate (10-15+) youth that will participate

Coordinate transportation and permission forms for youth

Assist with gathering post event feedback





# TOBACCO FREE YOUTH Mini Grant Application

## Scope of Work & Budget Form

### **SECTION I – AGENCY CAPACITY** - (1 Paragraph)

Describe the agency and fiscal capacity to coordinate and manage mini grant funding.

### **SECTION II - SCOPE OF WORK & YOUTH RECRUITMENT** - (1 Paragraph)

Identify the existing youth infrastructure at the agency. Detail the agency youth capacity and plan to recruit additional youth to participate in Kick Butts Day and World No Tobacco Day.

### **SECTION III – PERSONNEL** - (1 Paragraph)

Describe who (name(s), title) will work on the project and any past experience working with youth.

### **SECTION IV – Kick Butts Day & World No Tobacco Day** - (1 Paragraph)

Kick Butts Day & World No Tobacco Day will be two separate large scale events. Awardees are expected to participate in the planning and execution of both events. Identify and describe the youth group that will participate in the event planning and implementation.

### **SECTION V – Budget** Maximum award is \$1500.

Please indicate the amount requested and a break-down of each cost. Organizations are encouraged to include transportation cost to and from events, zombie make-up, youth stipends and staff time. T-shirts for KBD will be provided.

Personnel (name, title, hourly rate and # hours)

Travel expenses (RIPTA passes, mileage, bus rental)

Event materials (poster boards, poster sticks, make up..)

Other (youth stipends)

Total Requested (maximum is \$1500)