

**Kansas Health Foundation  
Request for Proposals**

**Supporting Tobacco-Free Campuses**

**I. Introduction**

Through this Request for Proposal (RFP), the Kansas Health Foundation (Foundation) will provide funds to institutions of higher education to plan and implement policies that strengthen wellness and create a comprehensive tobacco-free environment.

For the purposes of this initiative, planning and implementation policies that help ensure a tobacco-free campus environment could include, but are not limited to:

- Utilization of surveys, focus groups and listening sessions that involve students, faculty, staff & community members to determine campus needs;
- Contracts with tobacco policy consultants and speakers;
- Development of tobacco policy that reflects best practices in prevention and tobacco control;
- Providing comprehensive marketing, electronic updates and signage on campus to build awareness of the policy;
- Emphasizing consistent compliance rather than enforcement with reasonable expectations; and
- Development & maintenance of a tobacco task force to address ongoing needs.

**II. Who May Apply**

Eligible applicants must be an accredited two-year community, vocational/technical college or four-year university located within the state of Kansas. The minimum requirements to apply for funding are as follows:

- Eligible applicants must provide a letter of support from the institution's Chief Executive Official (President/Chancellor) affirming their intentions to take steps towards a tobacco-free institution.
- Eligible applicants have formed a campus/community-wide advisory committee that will identify and address the campuses' needs as they relate to tobacco policy, compliance and enforcement. The Advisory Committee should have representation from students, faculty, staff and administration.
- Eligible applicants must provide a brief overview of the activities and methods to be utilized to achieve a comprehensive tobacco-free policy. This summary should be accompanied by the letter of support, a list of the advisory committee members and the population they represent, a related timeline of activities and the total funding amount requested, not to exceed \$25,000

### III. Available Funding and Grant Period

Applicants are eligible to apply for one 12-month grant up to \$25,000 throughout a four-year funding period. The funding term will begin April 1, 2014, and end March 31, 2018.

### IV. Grant Exclusions

Tobacco-Free Campus funding will **not** be used for:

- Lobbying as defined by the US Internal Revenue Code (IRC), section 4945(d)(1). A wide range of advocacy activities that do not represent lobbying may be supported through this initiative.
- Any of the following activities:
  - Medical research
  - Contributions to capital campaigns
  - Operating deficits or retirement of debt
  - Endowment programs not initiated by the Foundation
  - Activities supporting political candidates or voter registration drives, as defined in IRC section 4945(d)(1)
  - Vehicles, such as vans or buses
  - Medical equipment
  - Construction projects or real estate acquisitions
  - Direct mental health services
  - Direct medical services
  - Grants to individuals
  - Annual fund drives
  - Fundraising events

### V. Objectives and Requirements

#### A. Objectives

Tobacco use continues to be the leading cause of preventable death and disability in the United States. This is also true for Kansas, with the state seeing more than 3,800 tobacco-related deaths annually. Research has shown that tobacco use and exposure contributes substantially to deaths from many types of cancer, as well as cardiovascular and lung diseases. According to the Centers for Disease Control and Prevention (CDC) nearly 1 in 5 adults aged 18 to 24 smokes. College students are particularly prone to taking up social smoking, most often believing they are not susceptible to nicotine addiction and will quit when they graduate. Studies have shown otherwise. Individually-focused interventions intended to control tobacco usage has had limited results and has led practitioners and researchers to focus on a systems approach around policy change. The intended objectives for the Tobacco-Free Campuses RFP include:

- Encouraging movement within the Higher Education system towards tobacco-free environments through the adoption of comprehensive policy changes;
- Supporting students, faculty and staff that want to quit using tobacco products;
- Creating a sustainable campus environment by reducing litter and pollutants; and
- Lowering the levels of smoking prevalence and tobacco usage among a key demographic, curbing the tobacco industry's influence among a new cohort of potential lifetime smokers.

Applicants should consider these overarching objectives when proposing goals and activities.

## **B. Reporting Requirements**

Tobacco-Free Campus grantees will be required to submit an annual narrative progress report related to their proposed activities and objectives. Details regarding reporting requirements will be shared upon award.

## **VI. Application Requirements**

Applications must be submitted using the online application process available at [www.kansashealth.org/supportingtobaccofreecampuses](http://www.kansashealth.org/supportingtobaccofreecampuses). Applications will be structured around the following sections:

- Section I – Applicant/Primary Contact Information
- Section II – Budget & Budget Narrative
- Section III – Policy Implementation Questions
- Section IV – Acknowledgement of Agreement Review
- Attachments
  - President’s Letter of Support
  - Advisory Committee Roster

Additional instructions will be made available on the Foundation’s website at [www.kansashealth.org/supportingtobaccofreecampuses](http://www.kansashealth.org/supportingtobaccofreecampuses). If you have any questions related to the online application process, please contact Gina Hess, grants associate, at [gness@khf.org](mailto:gness@khf.org).