



Minority Initiative Sub-Recipient Grant Office Mini Program Support Proposal

Introduction

The Minority Initiative Sub-Recipient Grant Office (MISRGO) at the University of Arkansas Pine Bluff (UAPB) is announcing the availability of funds for program support up to \$2,500. Programs must meet two main requirements 1) incorporate a tobacco prevention message and 2) focus on a minority population. Proposals that target minority communities; protects the public from exposure to secondhand smoke; reduces youth access to tobacco; and pursues policy initiatives that will decrease tobacco advertising are encouraged.

Background

The UAPB MISRGO's mission is to reduce tobacco use in minority communities. This will result in a reduction in the negative social, health and economic impact of tobacco use, the single most preventable cause of death and disease today. The goals of the program follow the Center for Disease Control's Best Practices in Tobacco Prevention and they are:

1. Preventing the initiation of tobacco use among youth and young adults
2. Promoting quitting among adults and youth
3. Eliminating exposure to secondhand smoke
4. Identifying and eliminating tobacco-related disparities among population groups

These goals will be achieved through:

- a) Local community-based coalition building activities using culturally competent approaches
- b) School-based activities
- c) Public awareness and educational campaigns
- d) Focus on minority populations
- e) Continuous Program Evaluation
- f) Enforcement of laws regulating sales to minors

Description of Proposal Support Narrative

In preparing the narrative, please include the following components:

- Brief history of your organization.
- What is the purpose of the project?
- What are the goals of the project?
- What is your project time line?
- What is the target population?
- How will the project benefit members of the target (minority) population?
- What is the expected outcome from the project?
- How will this project contribute to the global goal of reducing the effect tobacco usage has on minority communities?
- How does this project relate to the mission and goals of UAPB MISRGO?

Budget

Please include a detailed budget proposal and budget justification for the proposed project.

Salaries or portions of salaries are not allowed. If purchasing promotional items (t-shirts, ink pens, etc.) please remember to contact UAPB MISRGO.

Target Audience

Minority populations in state of Arkansas, include county and city information.

Required Deliverables

Those awarded should provide a final report, which includes a culminating summary of the project and whether the project met its goals. The final report should also include an expenditure report that accounts for all monies spent. In addition, if there are monies left over, they must be returned by June 15, 2015.

Assumptions and Agreements

- All projects must be completed by June 15, 2015.
- Mini Grant Proposals are due on the 10th of each month.
- Support is awarded monthly (by 10th of next month).
- **Any media or materials purchased must include logos from UAPB MISRGO, if awarded the logos will be provided.**
- Funds cannot be used for lobbying or lobbying related activities. In addition, funds cannot be used for treatment or disease control.
- Organizations cannot apply for program support more than once in a calendar year.
- Organizations must have non-profit status.

Format

All proposals must be typed using Times New Roman 12 point font. Proposals should not exceed six (6) pages including budget and budget justification. Proposals should be free of jargon, acronyms, spelling and grammatical errors.

Submission Deadline

Proposals are due by the 10th of each month. Proposals may be emailed to Connie Robinson at robinsoncr@uapb.edu or mailed to:

Minority Initiative Sub-Recipient Grant Office
UAPB
1200 North University Dr Slot 4902
Pine Bluff, AR 71601

Selection Criteria

Proposals will be selected based on merit and worth. Special consideration will be given to programs that support the mission of the Minority Initiative Sub-Recipient Grant Office. Proposals that incorporate the Centers for Disease Control's Best Practices for Tobacco Prevention will also be given special consideration (as mentioned on page 1). For assistance on program development please call 870-575-8923 or visit, the Centers for Disease Control's Web site for best practices

http://www.cdc.gov/tobacco/tobacco_control_programs/stateandcommunity/best_practices/index.htm

Restrictions

Program support requests must not exceed \$2,500. Funding is contingent upon the availability of Master Tobacco Settlement funds and the evaluation of past program successes.