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MEMORANDUM

TO: District School Superintendents

From: Jim Warford

Date: April 14, 2004

Subject: **TOBACCO PREVENTION AND INTERVENTION TEACHER TRAINING PROJECT**

District-level funding is once again available for the Tobacco Prevention and Intervention Teacher Training Project. This program, offered through the Coordinated School Health Program (CSHP), will enable districts to provide quality training for teachers to implement effective tobacco prevention and intervention programs in their classrooms and schools. Research has shown that 80% of adult smokers began regular use of tobacco during adolescence and that tobacco use is a leading cause of premature death in our country. This project will provide districts with an opportunity to develop and enhance tobacco prevention and intervention efforts, as well as reinforce universal refusal skill development in students.

To fund this project the Department of Education receives a portion of the money collected from the sale of annual license fees for vendors who sell tobacco products. The Department of Education specifically earmarks this money for teacher training to reduce and prevent tobacco use in children.

Your district is invited to submit an application for the Tobacco Prevention and Teacher Training Project. The Department of Education has allocated a total of $1,817,856.27 to this year's project. Only one project will be awarded per school district, for a maximum of $50,000.00. The effective dates for all approved projects will be June 1, 2004, through June 30, 2005. We anticipate notifying applicants of the review outcomes by early June 2004.

Directions for preparation of the application are enclosed in the Tobacco Prevention and Intervention Teacher Training Project Request for Proposals (RFP). To assist with the development of the proposal, each RFP contains a section entitled Proposal Planning and Support Materials that utilizes a modified, tobacco focused, version of the Coordinated School Health Program's School Health Index.

A letter of intent to apply must be received by April 26, 2004. The grant application with an original signature of the superintendent plus three additional copies must be received no later than 5:00 p.m., May 25, 2004, by:

Bureau of Grants Management, Unit C
Florida Department of Education
Turlington Building, Room 325
325 West Gaines Street
Tallahassee, Florida 32399-0400

Applications received by the Bureau of Grants Management after 5:00 p.m., May 25, 2004, will not be reviewed. Faxed and emailed proposals will not be accepted. A bidders phone conference will be held on May 3, 2004 from 10:00 a.m. to 12:00 p.m. (850/921-6623 or Suncom 291-6623).

For assistance in developing the program content of the proposal, contact Dr. Antionette Meeks in the CSHP Office at (850) 245-0480 or via email at antionette.meeks@fldoe.org. Assistance in meeting technical requirements may be requested from Ms. Kay Arnold Caster, Grants Program Specialist, via email at kay.caster@fldoe.org or by telephone at (850) 245-0509.

We appreciate your interest in this program and look forward to working with you on this endeavor.

JW/amo

Enclosure
cc: Sue Wilkinson
Health Education Coordinators
Safe and Drug-Free Schools Coordinators
Physical Education Coordinators
Health Services Coordinators
Directors of Student Services
County Health Department School Health Coordinators
Department of Health Regional Tobacco Coordinators