



Public Health
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Somerset County
Health Department

Somerset County Health Department

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Health Officer: Danielle Weber, MS, RN

Request for Proposals for FY24 Funding **Education Partnership for Dangers of Tobacco Use**

The Somerset County Health Department (SCHD) is announcing a request for proposals (RFP) for an educator to develop a science based lesson plan or activity to educate their students on the dangerous effects of tobacco use. Funding for these projects was made available through funding provided by the Maryland Department of Health (MDH).

BACKGROUND

Somerset County Health Department was awarded a grant to encourage a maximum of two local middle and/or high school Science/Health teachers to conduct a lesson that focuses on the dangers of tobacco and vaping. Funding will support a science-based tobacco teaching lesson, materials needed for interactive science fairs or projects focusing on the dangers of tobacco, and/or other science-based activities that encourage tobacco-use prevention.

GENERAL INFORMATION

Funding up to **\$1,500 per award** will be available for the 2024 fiscal year. **Proposals must be submitted to Abigail Lagonigro, Somerset County Health Department via email at abigail.lagonigro1@maryland.gov**. Questions related to this application are permissible by email. All proposals must be received by **October 20th, 2023**. Late proposals will not be accepted.

All activities must be completed and funds spent by **Monday, June 17, 2024**, to allow adequate time for completion of activity and budget reports.

Applications will be competitive and only those proposals that best align with this initiative will be awarded. Applicants should demonstrate how they will address a known health disparity within Somerset County in the community.

Awards will be announced Early November

INSTRUCTIONS

Please submit a proposal of no more than 2-3 pages that includes:

1. **Summary of Proposal.** In no more than two paragraphs, describe the activities proposed, and the project goals.
2. **Description of the Program.** Describe in greater detail the proposed item(s) and activities. Include timeline, materials that will be used, description of the target population, number of students and adults that will be reached, evaluation methods, and plans for sustainability.
3. **Line Item Budget.** Provide justification for all funding requested in the proposal. Include specific costs of proposed materials. Acceptable expenses are educational materials, publicity of activities, and event supplies.

SPECIAL CONSIDERATIONS

1. Each organization funded will be required to submit a detailed one page final report on or by June 17, 2024 on their project. **Also, a technical support meeting will be scheduled to follow-up and to discuss any questions or concerns.**
2. Funding will be reimbursed to awardees. All receipts of expenditures will be required for **full reimbursement**. Please provide the following as you spend down funds: **receipts, an invoice for the amount to be reimbursed, and a cover letter on letterhead with directions for reimbursement.**
3. Awardees will meet with the program staff to sign award documents and discuss project implementation.