

Application Checklist

Primary Categories to include and verify for Applications for Funding for TSBTPP

NOTE: As the ESC prepares its TEA School Based Tobacco Funding application, below are some additional costs the ESC might want consider. These costs would be in addition to the \$82,500 package price of deliverables outlined in the Southwest Prevention Center School Based Tobacco Prevention Program Services Package for implementation of Toward No Tobacco Use (TNT) in your region. The information below is provided only as a tool to assist you with completing your TEA Funding Proposal.

Personnel

- Staff time to attend ToTs, meetings, and to provide training to schools
- Administrative & support staff for project
- Teacher Substitutes (for staff on project if substitutes provided by ESC)

Travel (mileage, lodging, per diem, parking, etc per individual)

- 2 one-day ToT sessions (one on TNT curriculum, one on sustainability)- Austin
- Training for ISDs in your ESC Region
- Site visits you might provide to schools
- 2 two-day biannual meetings -Austin

Materials

- Additional teacher curricula (beyond 50 provided/ ESC)
- Additional student material (beyond 1000 provided/ ESC)
- Other optional materials for support

Logistics

- Training site fees, food & beverage, etc for school district/ teacher trainings

Other:

- Communications/ postage
- General Office Supplies