



NOTICE OF FUNDING AVAILABILITY

Funding Agency:	New Mexico Indian Affairs Department
Opportunity Title:	Tobacco Cessation & Prevention Project Grant Program
Total Funding Available:	\$249,300.00
Application Open Date:	January 2, 2023
Application Close Date:	Continuous until funds are expended
Period of Performance:	Date of executed contract to June 30, 2024
Contact Person:	Honor Fisher Behavioral Health/Suicide Prevention Coordinator P: 505-795-3066 Honor.Fisher@iad.nm.gov

A. BACKGROUND

During the 2023 New Mexico Legislative Session, the New Mexico Indian Affairs Department (IAD) received an Interagency Transfer Fund Appropriation for \$249,300, from the Tobacco Settlement Fund to support Tobacco Cessation & Prevention Projects in the State during the 2024 Fiscal Year for tribal-specific tobacco cessation and prevention initiatives. Applications should be submitted for projects that focus on building tribal capacity to implement culturally appropriate tobacco cessation and prevention initiatives that recognize the unique ceremonial uses of tobacco while reducing the use of commercial tobacco and its harmful effects as well as the harmful effects of vaping. NM nations, tribes, pueblos, and tribal-serving organizations may respond to this notice with an application. Capital projects will not be considered.

Tobacco Cessation & Prevention Projects Grant Program applications will be evaluated to determine their direct benefit to the tribal communities in New Mexico. Applications should articulate a well-developed project plan, establish a budget that is appropriate for the plan, and does not exceed the total funds available, and are most responsive to the criteria listed below:

- 1) Demonstrates a thorough understanding of the tribal population to be served and the need for commercial tobacco prevention and cessation services;
- 2) Provides an organized plan to implement a commercial tobacco prevention and/or cessation program that utilizes the Center for Disease Control and Prevention Best

Practices for Comprehensive Tobacco Control Programs and best meets the needs of the tribal community;

- 3) Provides a reasonable budget with sufficient justification that details the cost of each line item and its purpose and relation to the project plan;
- 4) Consideration of the project timeline and budgetary obligations to ensure that all funds will be spent before the end of the fiscal year.

This is a competitive grant process, and some applicants may receive full, partial, or no funding. Each application will be scored out of a possible 100 points which will correlate to the total amount of funding awarded to applicants. Please see the attached scoring sheet for more information.

Notice of Funding Availability Schedule

NM Indian Affairs Department will make every effort to adhere to the following proposed schedule and any changes to this schedule will be issued on the IAD website at:

www.iad.state.nm.us

Action	Due Date
IAD issues Notice of Funding Availability	January 2, 2023
Deadline for application submissions <u>any application received after this date and time will not be considered for a grant award.</u>	Continuous until funds are expended.
Application review/contact applicants for clarification, if needed.	1 week after submission
Notice of Award and request for revised budget sent to awardees.	January 15, 2024
Awardee revised budget due to IAD	January 22, 2024 5:00 PM MST
IAD initiates the contract process	January 26, 2024

B. SCOPE OF WORK

To develop, plan, and implement a culturally sensitive tobacco cessation and/or prevention program that aligns with the Center for Disease Control and Prevention Best Practices for Comprehensive Tobacco Control Programs and best meets the needs of the tribal community.

This plan should be focused on direct services that uniquely address tobacco use and prevention and meet the following goals:

- Promote cessation and prevention of commercial tobacco and vape pen abuse in Native American communities with a special emphasis on Native youth; and
- Promote cultural awareness of traditional and ceremonial use of tobacco to strengthen cultural identity and resistance to commercial tobacco in Native American communities.

If you are applying on behalf of a tribal-serving organization, funding requests shall not exceed \$60,000.00, including Gross Receipts Tax.

C. DELIVERABLES

Upon award, grantees will be required to fulfill the following deliverables:

- Participate in at least one site visit and a quarterly progress call with a program monitor from the IAD. For budget purchases, please estimate a two-hour site visit at your program office.
- Ensure expenditure of at least 50% of awarded funding by April 31, 2024.
- Submit requests for payment at minimum monthly, with detailed invoices, receipts, other supporting documentation, and a brief summary of outreach and number of people served.
- A final report to include an assessment of needs and challenges encountered during the project.

D. APPLICATION INSTRUCTIONS

Please submit a completed Tobacco Cessation & Prevention Grant Program Application, a budget form, and a letter of support signed by tribal leadership or organization leadership with your application.

Applications must be submitted electronically. Applicant shall utilize form: [Tobacco Cessation & Preventions Grant Program Application](#) Direct any questions to Behavioral Health and Suicide Prevention Coordinator, at honor.fisher@iad.nm.gov.

E. EVALUATION CRITERIA

All applications will be evaluated by the following factors with point values assigned to each section.

Section & Points:	Good	Below Average	Score
1.) Project Information: <i>Good: 5-10 Points</i> <i>Below Average: 0-4 Points</i>	Complete project information section.	Incomplete project information section.	
2.) Project Target Audience & Community Need: <i>Good: 5-10 Points</i> <i>Below Average: 0-4 Points</i>	A clear community need identified. Supplemental documents or data to support the identified need to the community included. The proposed project addresses the need in a timely, realistic, and measurable manner.	A community need is not clearly identified. No supplemental documents or evidence to demonstrate the need to the community provided. The proposed project does not address the need in a timely, realistic, or measurable fashion.	
3.) Project Plan: <i>Good:5-10 Points</i> <i>Below Average: 0-4 Points</i>	The project demonstrates specific, measurable, attainable, realistic and timely work to be performed. Clear, attainable, realistic goals, and deliverable dates. Impact is clearly stated and immediately positive. Clearly planned project strategy and will reach the goals, objectives, deliverable dates, and target audience. A clear roadmap of goals planned to be accomplished and how they will be accomplished is identified.	The project does not demonstrate specific, measurable, attainable, realistic, and timely work to be performed. The project does not have a clear, attainable, realistic goals and deliverable dates. The Project does not clearly state an immediate positive impact. The Project strategy is not clearly planned and will not reach the goals, objectives, deliverable dates, and target audience. A clear roadmap of goals planned to be accomplished and how they will be accomplished is not identified.	
4.) Anticipated Outcomes: <i>Good:5-10 Points</i> <i>Below Average: 0-4 Points</i>	Project has a clear and visionary outcome and relates to the work being performed in the community.	The outcomes are unrealistic, relative to the project scope and the work being performed in the community.	
5.) Project Sustainability <i>Good:5-10 Points</i> <i>Below Average: 0-4 Points</i>	A plan to maintain the project is clearly and/or realistically stated. Examples of sustainable measures to make this an ongoing project in the community have been addressed.	A plan to maintain the project is not clearly and/or realistically stated. Examples of sustainable measures to make this an ongoing project in the community have not been addressed.	
6.) Leadership Endorsement: <i>Good:5-10 Points</i> <i>Below Average: 0-4 Points</i>	Signature of a tribal leader or the organizational officer on the cover letter of the application package.	Does not contain the endorsement and signature of a tribal leader or the organizational officer on the cover letter of the application package.	
7.) Project Budget: <i>Good: 5-10 Points</i> <i>Below Average: 0-4 Points</i>	The budget spreadsheet is complete . All costs requested are eligible costs. Clear justification for requested costs is provided. All mathematical calculations are clear and correct.	Budget spreadsheet is incomplete. Costs requested are not eligible costs. Clear justification for requested costs is not provided. Mathematical calculations are unclear and/or correct.	
Total Points Possible: 70			/100