

Tobacco Prevention and Control Program

Tribal Workplan Guidance for July 1, 2010 to June 30, 2011

Since 2000 the Washington State Department of Health (DOH) has contracted with federally recognized tribes in Washington State to address tobacco prevention and cessation in their tribal communities. DOH will continue to make tobacco program funds available in SFY 2010-11 to the 27 tribes currently under contract with the DOH Tobacco Program (TPC). Each Tribe will have access to the same funding amount that they are receiving in SFY 2009-2010.

Without legislative action, state tobacco funds will not be available after June 2011. Given this, DOH, in consultation with the leaders of the American Indian Health Commission, have decided that remaining funds should be used by Tribes to create sustainable changes in tribal communities. To this end, during the next fiscal year tribes are expected to use DOH funds to conduct projects that lead to policy and systems changes in tribal community, worksite, school, childcare, and other settings. A list of policy and system change initiatives are on page 3.

During SFY 2010-2011, Tribes receiving DOH tobacco funds will be expected to spend at least 80% of their funding on policy and/or systems change activities. The remaining 20% can be used for other tobacco prevention and control work.

Application Process:

Tribes who wish to receive the funding should complete the attached Action Planning Worksheet and submit it to their contract manager by **April 23, 2010**. Both policy and systems projects, AND the general tobacco prevention and control work, should be described on the action planning worksheet. All sections of the worksheet need to be completed to receive funding. Incomplete worksheets will not be considered. DOH TPC contract managers are available for technical assistance in completing worksheets.

Tribes that receive funding will be expected to:

1. Carry out their approved action plan
2. Report progress on their policy projects by entering data into CATALYST on a monthly basis, by the 10th of the following month.
3. Attend 2 full-day strategy and policy training sessions- One in Sept that will focus policy and systems change work in tribal communities, and the second in June 2011



Tools for Action Plan development:

1. Tribal coordinators should review the tribal tobacco policy assessment that is part of your current tobacco workplan. Use this to identify where there may be readiness and opportunities to approach policy change.
2. Policy training – The first session will be in September 2010. It will be hosted by the American Indian Health Commission and will address how tribes can change policies and/or systems in tribal communities. The second session will be in June 2011 to allow Tribes to share successes and lessons learned.

Review the Tribal Tobacco Policy Workbook created in 2005 by the Northwest Portland Area Indian Health Board. This workbook walks you step by step on how to pursue policy changes and will be a useful tool in the development of your plan. You can find it online at http://www.npaihb.org/images/projects_docs/WTPP/Final%20Policy%20Workbook.pdf If a Tribe achieves its stated policy objective sooner than anticipated, DOH and the tribe will renegotiate the statement of work.

Tribal Approval process:

As in previous years, DOH requests that the Tribal administrator for the tobacco program review the application materials that are being submitted. The application must be signed by the administrator and a hard copy mailed to the TPC contract manager at DOH.

Due dates and technical assistance:

All Action Plans are due via email to the DOH contract manager no later than April 23rd

For technical assistance, please contact your contract manager.

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Traditional or Sacred Tobacco versus Commercial Tobacco

The Department of Health (DOH) respects traditional tobacco use. When referring to decreasing tobacco use, the focus is commercial tobacco use, not traditional or sacred tobacco use.

Examples of policy and systems change projects/activities for July1, 2010-June 30, 2011

Community focused:

Health Clinic Systems change: Adopt policies with in the tribal health clinic that assures that all patients are asked about their tobacco use and receive resources and/or intervention to assist them to quit. This may also include working with other types of chemical dependency, or programs that address chronic disease, such as diabetes and asthma, ensuring that those patients who use tobacco receive support to quit.

1. Tobacco free worksite: Adopt policies at businesses that serve the tribe to become tobacco free and offer access to cessation benefits to employees.
2. Tobacco Multi Unit housing: Adopt policies that create either entire or partial tobacco free units or grounds.
3. Tobacco Free Casinos: Adopt policy changes that create all or partial tobacco free areas with in tribal casinos.
4. Tobacco Advertising Restrictions or bans: Adopt policy to either restrict or ban tobacco advertising on the reservation, at businesses or community events.
5. Tobacco Free Events: Adopt policies that ensure that tribal event(s) are tobacco free now, and as a standard for the future. This may include sporting events that are tobacco free by all participants, tribal days that are tobacco free etc. This project would be to ensure that the tribal council supports this movement. The purpose is not to create new events that are tobacco free, but to ensure that existing events are.

Youth focused:

6. Tobacco Free Environments: Pass policies that restrict tobacco use in and around where youth are present. This could include community centers, child care centers, parks and recreation areas and tribal schools.
7. Youth Access: Adopt policies that protect youth from easily accessing tobacco products through sales, social sources and venues.

Tribes wanting to change policies or systems not included on the list above, should contact their contract manager to discuss.

Action Plans should include both efforts to create policy or systems change and ensure community understanding of and compliance with the change once the changes are in place.

Submit action plan electronically to your contract manager no later than **April 23rd, 2010**

Action Plan
Name of tribe
Person(s) completing and title
Name of administrator agreeing to this action plan:
Signature of administrator

For each project that you choose to work towards please complete a separate description

Policy strategy (choose from list on page3):	Estimated # of staff hours to complete project:	Estimated cost to complete the project. Include staffing, supplies, travel,	Indirect rate billed by tribe
What do you plan to do?	Who will do the work?	How will you know you have been successful?	What resources do you need?
Action 1:			
<i>Targeted Completion Date:</i>			

Action 2:			
<i>Targeted Completion Date:</i>			
Action 3:			
<i>Targeted Completion Date:</i>			
Action 4:			
<i>Targeted Completion Date:</i>			

Other Tobacco Prevention and Control work:

For tribes choosing to use up to 20% of their funds for general tobacco prevention and control program, please describe in detail what is planned and how you plan to carry out the work. Please include a budget for this work.

For persons with disabilities, this document is available on request in other formats. To submit a request, please call 1-800-525-0127 (TDD/TTY 1-800-833-6388).