





**TOBACCO COMPLIANCE GRANT APPLICATION FOR SCHOOL DISTRICTS WITH ON-CAMPUS LAW ENFORCEMENT**

Annual Grant Period: September 1 through August 31.

Name of school district <b>Fort Bend County Constable Precinct 2</b>		Federal Employer Identification Number (FEIN) 	
Applicant title <b>Assistant Chief</b>	Applicant first name <b>Sharon</b>	Applicant middle initial <b>E.</b>	Applicant last name <b>Arnold</b>
Mailing address <b>303 Texas Parkway, Suite 124</b>		City <b>Missouri City</b>	State <b>Texas</b>
County <b>Fort Bend</b>		ZIP Code <b>7 7 4 5 9</b>	
Phone (Area code and number) <b>( 2 8 1 ) 4 0 3 - 8 0 1 5</b>		FAX number (Area code and number) <b>( 2 8 1 ) 4 0 3 - 8 0 1 2</b>	
E-mail address <b>arnolsha@co.fort-bend.tx.us</b>		Have you been a previous grant recipient? (Check one) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

1. Department or division responsible for managing your tobacco compliance program **Warrant and Civil Departments**

Grant Contact Information (if different from above) **-same-**

Title		Name	
Address		City	State
Phone		FAX	E-mail

Please answer questions 2 - 4 on separate sheets of paper.

2. Explain your school district's overall plan for educating students and enforcement of tobacco laws on campus and at all school related activities.

3a. List all schools and their corresponding student population, that currently have school-based police officers on campus.  
b. Of these, list all schools that will be served by this tobacco compliance grant.

4. Indicate whether these officers referenced in Question 3 are district employees or if they are assigned to the district under a contractual agreement with a local community law enforcement agency. (If officers are provided by contract with a local community law enforcement agency, you must attach a copy of the current contract or agreement.)

5. Have you obtained the appropriate approval from the school board to accept this grant if awarded? .....  YES  NO  
(If "NO," we encourage you to seek approval prior to August 10, in the event your agency is awarded a grant.)

6a. If you are a current CPA tobacco grant recipient, what is your current available balance for this year? ..... **\$4,342.00**

b. Do you plan on expending these funds prior to August 31? .....  YES  NO

Certification Section: To the best of my knowledge and belief, information in this application and any attachments is true and correct. The document has been duly authorized by the applicant.	
Typed name and title <b>Robert Hebert County Judge</b>	
sign here	Date <b>4-28-09</b>

S U S A N

C O M B S

TEXAS COMPTROLLER *of* PUBLIC ACCOUNTS

WWW.WINDOW.STATE.TX.US



April 6, 2009

Constable, Precinct 2  
Fort Bend County  
303 Texas Parkway, Suite 124  
Missouri City, Texas 77489-1133

Dear Constable:

Since the enactment of Texas Senate Bill 55 (75th Legislative Session), our agency has worked in partnership with local law enforcement agencies, including school districts with school-based police programs, to encourage compliance with and enforcement of the regulations governing the sale, distribution and use of cigarettes and tobacco products in Texas. To help ensure compliance with these regulations, the Comptroller's office awards block grants to counties and municipalities to help defray some of the costs associated with compliance education and tobacco enforcement.

**We are currently accepting applications for grant awards for fiscal 2010 (Sept. 1, 2009 through Aug. 31, 2010).** The grant application form provides detailed information about grant qualifications and funding criteria. This form is available online at [www.window.state.tx.us/lga/tcg/leo/](http://www.window.state.tx.us/lga/tcg/leo/).

Available grants range from \$1,000 to \$150,000, depending on the number of tobacco retailers within your jurisdiction, and must be used for compliance-related activities such as "sting" operations; random, unannounced inspections; retailer and judicial education; and compliance reporting requirements. Money available for these grants is limited, so apply for your share of the funds as soon as possible.

**The deadline for submitting your grant application is 4 p.m., Monday, May 11, 2009.**

I hope this information is helpful. If you have any questions or need a grant application mailed to you, please call (888) STEP-123.

Sincerely,

A handwritten signature in black ink that reads "Susan Combs". The signature is fluid and cursive.

Susan Combs

03:11:27

12:11:27

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**TOBACCO COMPLIANCE GRANT APPLICATION  
FOR LOCAL LAW ENFORCEMENT AGENCIES**



**TEXAS COMPTROLLER OF PUBLIC ACCOUNTS**

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***FY 2010 Application Filing Deadline is 4 p.m., Monday, May 11, 2009***

**PURPOSE OF GRANT AWARDS**

The Comptroller will make block grants to counties and municipalities to be used by local law enforcement agencies to enforce Subchapters H, K and N, Chapter 161, Texas Health and Safety Code in a manner that can reasonably be expected to reduce the extent to which cigarettes and tobacco products are illegally sold or distributed to persons who are younger than 18 years of age. The Comptroller shall rely, to the fullest extent possible, on sheriffs, constables, or chiefs of police or their employees to enforce this subchapter.

**OBLIGATIONS FOR GRANTS AWARDED**

The Comptroller's office shall enforce provisions of Health and Safety Code Ch. 161, in partnership with local law enforcement agencies. This shall also ensure the state's compliance with Section 1926 of the federal Public Health Service Act (42 U.S.C. Section 300x-26) and implementation of any regulations adopted by the United States Department of Health and Human Services.

**AWARD AND GRANT ACCEPTANCE CONDITIONS**

The Comptroller's office will notify applicants of final action on grant applications. Successful applicants under this program must comply with the Uniform Grant Management Standards as promulgated by the Governor's office under Chapter 783, Government Code.

Each grantee must begin implementation of grant provisions no later than 30 days after completion of the grant training. Failure to do so will be construed by the Comptroller as the grantee's relinquishment of the grant award. Any exception to this rule will require review and written approval by the Comptroller or Comptroller's designee.

Grantees are responsible for ensuring that they have obtained the appropriate approvals from their governing body (city council or county commissioners' court) to accept the grant funds, if awarded. Approvals should be obtained by August 10 to allow time to return the contract by the deadline.

Inspection reports are due on the 10th day of the month following each month in which compliance activities were performed.

Grant funds must be used exclusively for the following compliance activities:

- on-site controlled buys, or "stings," of tobacco permitted retail outlets (e.g., grocery stores, convenience stores, gas stations, mass merchandisers) that may result in the issuance of citations using minors as decoys;
- on-site compliance inspections that may result in the issuance of citations not using minors as decoys (i.e., violations for signs not posted, lack of proper employee notification forms, direct access by minors to tobacco, and other retailer violations of tobacco laws);
- compliance education of tobacco retailers, as well as judicial and court personnel involved in adjudicating tobacco violations;
- monthly/quarterly activity reports to Comptroller or Comptroller's designee.

The Comptroller reserves the right to revoke a grant award if the recipient is not in compliance with these requirements.

The following are the grant award allocations: 60 percent controlled buys, 20 percent compliance inspection, 15 percent retailer and judicial education, and 5 percent required reporting. If your use of grant funds needs to be different than the suggested allocation, please request allocation changes, including an explanation in writing to the Comptroller's office for approval.

Award amounts are determined by the number of tobacco retailers within the grantee's jurisdiction, completeness of application and past performance if your department had a tobacco compliance grant in the past.

Applications may be mailed, hand delivered or faxed.

The mailing address is:  
Texas STEP  
P. O. Box 1328  
San Marcos, TX 78667-1328

The hand-delivery address is:  
Texas STEP  
626 Moore St.  
The Strahan House  
Texas State University  
San Marcos, TX 78666-4610

The FAX number is:  
(512) 245-8066

**RECONSIDERATION OF DENIAL OF GRANT AWARDS**

If the Comptroller rejects an application, the applicant will receive a letter explaining reasons for the rejection. An applicant may request reconsideration in writing within 10 days of the notification of the rejection. After reconsideration, the Comptroller's decision regarding grant applications is final.

## Local Government

### Tobacco Compliance Grants



AS PER ORIGINAL

### **For School Districts with On-Campus Police Programs:**

The Comptroller will make block grants to schools with on-campus law enforcement to be used to enforce Subchapter N, Chapter 161, Texas Health and Safety Code, concerning the use of tobacco products by persons who are younger than 18 years of age.

Grant funds must be used exclusively for the following enforcement and compliance activities:

- prohibit anyone under 18 years of age from possessing, smoking or using tobacco products on school property or at school sanctioned events;
- provide compliance education of the tobacco laws to school age children;
- provide monthly compliance activity reports and quarterly financial reports to the Comptroller or Comptroller's designee.

**To apply for a grant, submit the application form to this office by May 4, 2009.**

The application form includes instructions for completing and submitting the form.

Application Form AP-196 Tobacco Compliance Grant Application For School-Based Police (PDF, 80KB)

### **For Local Law Enforcement Agencies:**

The Comptroller will make block grants to counties and municipalities to be used by local law enforcement agencies to enforce Subchapters H and N, Chapter 161, Texas Health and Safety Code, concerning the sale and distribution of tobacco products to persons who are younger than 18 years of age.

Grant funds must be used exclusively for the following compliance activities:

- on-site compliance inspections of tobacco permitted retail outlets (e.g., grocery stores, convenience stores, gas stations, mass merchandisers) that may result in the issuance of citations using minors as decoys (i.e., stings);
- on-site compliance inspections that may result in the issuance of citations not using minors as decoys (i.e., violations for signs not posted, lack of proper certification, direct access by minors to tobacco, and minor use or possession of tobacco products);
- compliance education of retailers, judicial and court personnel;
- monthly/quarterly activity reports to Comptroller or Comptroller's designee.

**To apply for a grant, submit the application form to this office by May 11, 2009.**

The application form includes instructions for completing and submitting the form.

Application Form AP-190 Tobacco Compliance Grant Application For Local Law Enforcement Agencies (PDF, 76KB)

If you have Acrobat Reader 3.0 or later, you can **fill in** the blanks on the form, **print** it, and **mail** it in.

To view and print the forms, download the latest version of Adobe Acrobat Reader.

If you have questions about the grants or about the application, or if you would like a printed copy of the form sent to you, call toll-free **1-888-STEP-123**.

*Tobacco Compliance Grant Application for  
School Districts with on-Campus Law Enforcement*

*September 1 – August 31, 2010*

***Please answer questions 2 - 4 on separate sheets of paper.***

2. Explain your school district's overall plan for educating students and enforcement of tobacco laws on campus and at all school related activities.
- 3a. List all schools and their corresponding student population, that currently have school-based police officers on campus.
  - b. Of these, list all schools that will be served by this tobacco compliance grant.
4. Indicate whether these officers referenced in Question 3 are district employees or if they are assigned to the district under a contractual agreement with a local community law enforcement agency. (If officers are provided by contract with a local community law enforcement agency, you must attach a copy of the current contract or agreement.)

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**TOBACCO COMPLIANCE GRANT APPLICATION  
FOR SCHOOL DISTRICTS WITH ON-CAMPUS LAW ENFORCEMENT**



**TEXAS COMPTROLLER OF PUBLIC ACCOUNTS**

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***FY 2010 Application Filing Deadline is 4 p.m., Monday, May 4, 2009***

**PURPOSE OF GRANT AWARDS**

The Comptroller will make block grants to local law enforcement agencies and schools with on-campus law enforcement to enforce Subchapter N, Tobacco Use By Minors, Chapter 161, Texas Health and Safety Code in a manner that can reasonably be expected to reduce the extent to which cigarettes and tobacco products are illegally sold or distributed to persons who are younger than 18 years of age. The Comptroller shall rely, to the fullest extent possible, on local law enforcement agencies to enforce this subchapter.

**OBLIGATIONS FOR GRANTS AWARDED**

The Comptroller's office shall enforce provisions of Health and Safety Code Chapter 161, in partnership with local law enforcement agencies. This shall also ensure the state's compliance with Section 1926 of the federal Public Health Service Act (42 U.S.C. Section 300x-26) and implementation of any regulations adopted by the United States Department of Health and Human Services.

**AWARD AND GRANT ACCEPTANCE CONDITIONS**

The Comptroller's office will notify applicants of final action on grant applications. Successful applicants under this program must comply with the Uniform Grant Management Standards as promulgated by the Governor's office under Chapter 783, Government Code.

Grantees are responsible for ensuring that they have obtained the appropriate approvals from their governing body (school board) to accept the grant funds, if awarded. Approvals should be obtained by August 10 to allow time to return the contract to us by the deadline.

Each grantee must begin implementation of grant provisions within 30 days of the completion of the grant training. Failure to do so will be construed by the Comptroller as the grantee's relinquishment of the grant award. Any exception to this rule will require review and written approval by the Comptroller or Comptroller's designee.

**In order to qualify for minimum grant amounts, applying districts must have an existing school-based police program in schools within their district.** The officers at these schools must have a police presence on-campus and the authority to write citations for minors in possession. If you do not have a school-based police program or a contract for these services, you do not qualify for this grant.

**Grant funds must be used exclusively for the following enforcement and compliance activities:**

- **prohibit anyone under 18 years of age from possessing, smoking or using tobacco products on school property or at school sanctioned events through the enforcement of Minor in Possession (MIP) tobacco laws, as well as faculty and staff on campuses where this program is implemented;**
- **provide compliance education of the tobacco laws to school age children;**
- **provide monthly MIP tobacco enforcement reports and quarterly education activity reports and quarterly financial reports to the Comptroller or Comptroller's designee.**

The Comptroller reserves the right to revoke a grant award if the recipient is not in compliance with these requirements.

Award amounts are determined by the number of children served on campuses with school-based police presence, completeness of application and past performance if your district had a grant in the past.

Applications may be mailed, hand delivered or faxed.

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Texas STEP  
P. O. Box 1328  
San Marcos, TX 78667-1328

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