

Texas School Safety Center

FY19 Agency Application

Tobacco Enforcement Program

Application Instructions

The Texas School Safety Center at Texas State University (TxSSC) is soliciting applications from local law enforcement agencies for the purpose of conducting controlled buy/stings of tobacco and e-cigarette retail outlets across the state of Texas as part of the state's Tobacco Enforcement Program (TEP). Law enforcement agency contractors selected to provide services under this announcement will conduct on-site controlled buy/stings involving the use of minor decoys, record the controlled buy/sting information on the Cigarette, E-cigarette, and Tobacco Controlled Buy/Sting Report Form, and submit monthly activity reports to the TxSSC. TxSSC will reimburse contracted law enforcement agencies \$100.00 for each controlled buy/sting conducted and reported.

Please read all Application Information [here](#) before completing the application. Agencies must complete and submit the FY19 Agency Application form by **January 25, 2019** to be considered for this funding. For questions, contact Jennifer Steele at js42@txstate.edu or (512) 245-8895.

Agency Information

Your agency is a:

- County Sheriff
- Constable
- Municipal Chief of Police

Agency Name:

Federal Employer Identification Number (FEIN)

Authorized Rep First Name:**Authorized Rep Middle Initial:****Authorized Rep Last Name:****Authorized Rep Title:****Mailing Address:****City:****State:****County:****Zip Code:**

Phone Number:**Fax Number:****Email Address:**

Contact Information

Information of agency official with authority to negotiate contract terms. *(if different from above)*

Name:**Title:****Address:****City:**

State:

Tx

Zip Code:

77469

Phone:

(281) 341-8608

Fax:

(281) 341-8609

Email:

county.judge@fortbendcountytexas.gov

Additional Information

What is the approximate number of tobacco permitted and E-Cigarette retail outlets in your jurisdiction?

470

Indicate the number of tobacco permitted and E-Cigarette retail outlets in your jurisdiction at which you plan to conduct Controlled Buy/Stings during the contract period.

200

Select the appropriate funding option:

- Option A (over 50 outlets in jurisdiction)**
 Option B (50 or less outlets in jurisdiction)

**Provide a list of ZIP codes included in your full jurisdictional boundaries.
(comma separated)**

See Attached

(Note: If a ZIP code is not wholly included within that boundary, please estimate the percentage that is in your jurisdiction.)

Provide a list of agencies with whom your agency has an existing Interagency Agreement or Memorandum of Understanding/Agreement (formal or informal) that may restrict your agency's ability to provide full enforcement capabilities:

We have the ability to provide full enforcement within Fort Bend County

(Example: A Sheriff's Office or Constable's Office that does not enforce laws with the corporate city limits of a town or municipality in their county or precinct.)

Briefly explain your agency's plan to implement this contract and how it will support and enforce Health and Safety Code.

See Attached

Certification Section

Full Name:

KP George

Title:

County Judge

I certify that:

- To the best of my knowledge, information in this application and any attachments is true and correct. The document has been duly authorized by the applicant.

Submit

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Phone: (512) 245-8082

Fax: (512) 245-1465

Funding Now Available for Tobacco Enforcement Program (TEP)

Solicitation Overview

In accordance with Texas Government Code §403.105 (c), Permanent Funding for Health and Tobacco Education and Enforcement, the Texas School Safety Center at Texas State University (TxSSC) on behalf of the Texas Department of State Health Services (DSHS) is soliciting applications from local law enforcement agencies for the purpose of conducting controlled buy/stings and follow-up controlled buy/stings of tobacco permitted and e-cigarette retail outlets statewide for State Fiscal Year 2019.

The expected funding period will be **April 1, 2019 – December 31, 2019**.

Application Information Tobacco Enforcement Program (TEP)

Fiscal Year: 2019

Application Due Date: Friday, January 25, 2019

Purpose of Funds:

Texas School Safety Center (TxSSC) will make contracts to counties and municipalities to enable local law enforcement agencies to enforce Subchapter H, Chapter 161, Texas Health and Safety Code in a manner that can reasonably be expected to reduce the extent to which cigarettes, e-cigarettes, and tobacco products are illegally sold or distributed to persons who are younger than 18 years of age. TxSSC shall rely, to the fullest extent possible, on sheriffs, constables, or police departments to enforce this subchapter. Contract amounts will be contingent on the overall number of applications received, applicant's jurisdictional retail outlet density, and meeting goals for statewide coverage per Health and Human Services Regions.

Selected contractors providing services under this agreement will conduct on-site controlled buy/stings and follow-up controlled buy/stings involving the use of minor decoys (i.e., "Stings"), record the controlled buy/sting information on the Cigarette, E-cigarette, and Tobacco Controlled Buy/Sting Report form, and submit monthly activity reports to TxSSC. TxSSC will reimburse contracted law enforcement agencies \$100.00 for each completed controlled buy/sting conducted.

As funding permits, consideration for funding levels will be given as follows:

- **Option A** – When the jurisdiction has over fifty (50) tobacco permitted & e-cigarette retail outlets, law enforcement agency contractors will be funded to conduct controlled buy/stings at a minimum of 25 percent or up to a maximum of 200 percent of retail outlets in the jurisdiction.
- **Option B** – When the jurisdiction has fifty (50) or less tobacco permitted & e-cigarette retail outlets, law enforcement agency contractors will be funded to conduct controlled buy/stings at a minimum of 100 percent or up to a maximum of 400 percent of retail outlets in the jurisdiction.

Use the Comptroller of Public Accounts searchable [Cigarette/Tobacco Active Retailers database](#) to determine the number of permitted retailers in your agency's jurisdiction.

Please also include an estimate of the number of vape shops and/or e-cigarette retailers in your jurisdiction that do not have a tobacco permit.

Projected Application Review Timeline:

- **Applications Due:** January 25, 2019
- **Review/Negotiation Period:** January 26 – February 15, 2019
- **Funding Notification:** February 25, 2019

As funding permits, consideration for funding levels will be given as follows:

- **Contracts Initiated:** March 1, 2019
- **Signed Contracts Due:** March 29, 2019*
- **Contract Start Date:** April 1, 2019
- **Contractor Training Webinar:** Date TBD - April 2019

*Contractors are responsible for ensuring they have obtained the appropriate approvals from their governing body (city council or county commissioner's court) to accept the contract funds for implementation of contracted services on contract start date.

Applying for a Contract:

To apply for a contract, law enforcement agencies shall submit the completed [FY19 Agency Application Form](#) by the due date.

 FY19 Agency Application Form**Ineligible Applications:**

Applications will not be accepted or processed for review for the following reasons:

- Application is received past the application due date/time
- Application is not certified
- Application is otherwise incomplete

Application or Funding Questions:

Direct all questions regarding this funding announcement or application process to:

Jennifer Steele

Associate Director for Tobacco Prevention and Enforcement

(512) 245-8895

js42@txstate.edu

Zip Codes in our Jurisdiction

77053	10%	77461	100%
77064	10%	77464	100%
77082	10%	77469	100%
77083	20%	77471	100%
77085	100%	77476	100%
77099	5%	77477	100%
77406	100%	77478	100%
77407	100%	77479	100%
77417	100%	77489	100%
77435	10%	77494	70%
77441	100%	77498	100%
77444	100%	77545	100%
77450	30%	77583	100%
77451	100%		
77459	100%		

The Fort Bend County Sheriff's Office received the Comptroller's Tobacco Compliance Grant for a number of years and always performed well above a 100% in our tobacco prevention efforts. Our goal is to conduct controlled buys on 200% of the permitted retail outlets in our county. We have the determination to continue our ultimate goal of limiting minors' access to tobacco, and based on our experience, we know the retailer plays a huge role in that goal. It's very simple. If the retailers don't sell, the minors won't have access. By making continued visits to the outlets and letting retailers know we are serious about tobacco sales to minors, we hope to keep the buy rate in Fort Bend County low.

In our last grant period, October 2016 until April 2017 we have conducted a total of 262 controlled buy attempts with 4 sales which is a buy rate of 1.5%. Our plan is to conduct controlled buys on all tobacco permitted retailers in our county where minors have access and to make follow up controlled buys on outlets that sell to minors as well as make buy attempts to those outlets that have a history of selling tobacco to minors.