**Request for Proposal**

**Smoke-Free Multiunit Housing Initiative Mini Grant**

**Issued by:**

**Clean Air Council**

135 S. 19th Street #300

Philadelphia, PA 19103

1. **Introduction**

Over the past decade, in the United States, the number of multiunit housing providers that have adopted smoke-free housing rules has increased significantly and national trends indicate that the demand for smoke-free housing will continue to grow. According to the Centers for Disease Control and Prevention, the proportion of U.S. households with smoke-free home rules increased from 43.0% in 1992-93 to 83.0% in 2010-2011. However, far too many non-smokers are still getting exposed to secondhand smoke at home, which can increase their risks of heart disease and lung cancer and cause or worsen other diseases. Secondhand smoke is especially harmful to vulnerable populations including children, the elderly, and persons with disability.

Adopting a smoke-free policy for multiunit housing is legal and can be very beneficial for landlords as well as renters. The benefits of smoke-free housing policy include:

* Potential market advantage: survey results from various regions have shown that over 70% of renters prefer smoke-free living spaces.[[1]](#endnote-1) Smoke-free policies also improve resale opportunities.
* Savings in turnover costs, reductions in property damages and residential fire: the turnover of a heavy smoker’s unit can cost 6 times more than that of a non-smoker’s unit. [[2]](#endnote-2)
* Improvement of indoor air quality and health: secondhand smoke travels; in fact up to 60% of the air in an apartment can come from other units. [[3]](#endnote-3) Prohibiting indoor smoking can prevent renter’s exposure to secondhand smoke. Additionally, smoke-free policies promote health and give smokers additional motivation to quit.
* Savings on insurance premiums: some insurance companies offer discounted fire, life and property rates for smoke-free buildings.

In an effort to increase the availability of healthier and smoke-free housing for Philadelphians, the Philadelphia Department of Public Health is partnering with Clean Air Council to provide mini-grants for qualified multiunit housing landlords and property managers that are planning to adopt a new smoke-free policy or strengthen their current rules around smoking on property. Qualified applicants will be awarded up to $2,000 each for activities to promote healthy and smoke-free living. Allowable/ reimbursable expenses include: staff time; smoking cessation programs; procurement of educational materials, No Smoking signs, Nicotine Replacement Therapy (NRT) “No-Smoking” and refreshments for resident meetings.

Furthermore, landlords and property managers who are interested in adopting smoke-free policy will be offered sample documents and technical assistance for policy development and implementation. For technical assistance and sample documents, contact:

Muna Tefferi, M.P.H.   
Senior Program & Policy Analyst   
Division of Chronic Disease and Injury Prevention   
Philadelphia Department of Public Health   
1101 Market Street, 9th Floor  
Philadelphia, PA 19107

e-mail: [Muna.Tefferi@Phila.gov](mailto:Muna.Tefferi@Phila.gov)

1. **Submission Requirements and Guideline:**
2. Applicants must meet the following criteria:
3. Manages/owns multiunit housing property in the City of Philadelphia.
4. Plans to conduct activities to promote smoke-free living.

Additional points will be assigned for applicants who represent an affordable multiunit housing or for those who plan to implement smoke-free housing policy.

1. Application must be signed and submitted by email to: Thurman Brendlinger at [**brendlinger@cleanair.org**](mailto:brendlinger@cleanair.org) **by Friday, March 31, 2023** to be considered for the grant.

1. Applicants must indicate how funds will be applied to advance smoke-free housing work (e.g. staff time, outreach & education activities, communication and signage, etc.)
2. Applicants must provide contact information for key personnel that will be overseeing smoke-free housing activities.
3. Applicants should submit the company’s standard set of terms and conditions, if there are any.
4. **Company Information:**

Organization Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_State \_\_\_\_\_\_\_\_\_\_\_\_Zip code \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Multiunit Housing Type**

*Tip: Provide relevant background information about the multi-unit housing rental property that you own or manage, including number of units, approximate number of tenants, and housing type (e.g. subsidized, market-rate, etc.)*

1. **Project Purpose and Description**

*Tip: Describe your plan for activities to promote smoke-free living (e.g. change the rules regarding smoking in units, convene resident meeting to discuss/address indoor smoking, purchase signs and educational materials, etc.)*

1. **Budget & Payment**

Provide a brief budget narrative on the projected expenses (*e.g. staff time, signs, brochures, etc*.)

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| --- | --- | --- |
| **Description** | | **Cost** |
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|  | |  |
|  | |  |
| **Total cost:** | |

Payment can be made through monthly or one-time invoice based on expenses reported on the form enclosed.

**Invoices can be submitted to**:

Thurman Brendlinger

Program Director – Tobacco Control

Clean Air Council

135 S. 19th Street #300

Philadelphia, PA 19103

e-mail: [**brendlinger@cleanair.org**](mailto:brendlinger@cleanair.org)

1. **Reporting Requirements:**

Awardees will be required to participate in monthly calls with PDPH to discuss progress and challenges related to the activities supported by the grant. Expenditures will be reported to PDPH on quarterly bases, unless the grantee chooses to receive a one-time payment. Failure to consistently participate in monthly planning calls and to account for the spending of awarded mini grant funds may result in the rescinding of awarded funds.

Application deadline: **March 31, 2023**

Grant start date: **April 14, 2023**

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**Name of Property:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name of Property Owner/ Manager:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Application Submission Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. Live Smoke Free, a program of the Association for Nonsmokers—Minnesota. Developing A Smoke-Free Multi-Unit Housing Program: A guide for Tobacco Control Professionals. Saint Paul, MN: Association for Nonsmokers—Minnesota, 2013 [↑](#endnote-ref-1)
2. Smoke free Housing New England, 2009. Courtesy of National Center of Healthy Housing. [↑](#endnote-ref-2)
3. Kraev et al, Tobacco Control, *Indoor Concentrations of Nicotine in Low-income, Multi-unit Housing: Associations with Smoking Behaviors and Housing Characteristics*, 2009 [↑](#endnote-ref-3)