

Communications Approval Form

Implementing each strategy of your Tobacco Prevention and Education (TPEP) Request for Proposal Workplan will require support from your organization.

Please meet with your Public Information Officer (PIO) and other applicable leadership to discuss the TPEP communications requirements and your internal processes for accomplishing them.

PIO please indicate your approval of the following items by checking each box and completing the signature box below.

- I understand TPEP Coordinators are required to meet with the TPEP communications contractor in the first quarter (July-September 2025) of the grant to develop a communications plan for each strategy of the TPEP Workplan, and I am invited to attend.
- I understand that cessation messaging and resources must be promoted (e.g. Oregon Tobacco Quitline, Smokefree Oregon campaigns, local activities, etc.).
- I understand that paid media purchases over \$3,000 for the grant cycle are NOT allowed without prior approval from the Oregon Health Authority.
- I have shared our LPHA's process for TPEP external communications activities with the TPEP Coordinator, including staff roles and responsibilities.

Printed Name

Title

Signature

Date