



**Not On Tobacco (N-O-T) Memorandum Of Understanding (MOU)**  
*This form must be signed and returned in order to receive N-O-T Program materials.*

I give my support for the American Lung Association’s N-O-T (Not On Tobacco) program to be offered at my school/organization. I acknowledge that the staff listed below will be trained, or have been trained by the American Lung Association in Colorado (ALAC) as N-O-T facilitators and will be implementing the program in School Year 2018-2019.

1. \_\_\_\_\_  
 Co-Facilitator’s Name (Print)                      Email Address                      Cell Number
  
2. \_\_\_\_\_  
 Co-Facilitator’s Name (Print)                      Email Address                      Cell Number

\*For additional facilitators, please attach contact information on a separate form. Please note no more than two facilitators per N-O-T program run. Contact Keke Stickney (Keke.Stickney@lung.org) with any questions.

I understand that my school/organization is receiving program materials such as workbooks and incentives to implement N-O-T and will work with the N-O-T facilitators to establish a system for the distribution of materials. **I agree to return all required paperwork including, evaluations, attendance records, etc. to the American Lung Association in Colorado after the completion of each N-O-T group. All paperwork is due no later than Friday, May 31, 2019.**

**I understand that for School Year 2018-2019, there is no guarantee of receiving grant funds for the implementation of the N-O-T program in my organization. If, however, I do receive funds, a system for appropriate distribution and record keeping (i.e., keeping all receipts) will be implemented and if I do not use all funds given for the use of N-O-T groups, I will return unused funds to the American Lung Association in Colorado no later than June 1, 2019.**

I recognize that N-O-T is a voluntary program and can in no way be used as an alternative to suspension, or as a required or prevention program.

**I understand that at least one facilitator from each school/organization is required to attend the statewide N-O-T Facilitator Summit in the Denver Metro area on September 21, 2018.**

\_\_\_\_\_  
 Administrator’s Signature                      Date

\_\_\_\_\_  
 Administrator’s Name and Title (please print)                      School

Thank you for supporting your kids and the N-O-T Program!

American Lung Association in Colorado, 5600 Greenwood Plaza Blvd., Ste 100, Greenwood Village, CO 80111