



# STEPS TO A COMPREHENSIVE TOBACCO-FREE OUTDOOR SPACE POLICY

## Get started

### Review all training and technical assistance materials:

- Tobacco-free outdoor spaces talking points
- Tobacco-free outdoor spaces FAQs
- Tobacco-free outdoor spaces leave behind
- Template public opinion survey
- Tobacco Control Legal Consortium's Model Policy

### Complete all associated assessments:

- Community Readiness Assessment
- Racial Equity and Social Justice Assessment

### Local current policies:

It is important to know what policies already exist in your community that cover different types of recreational areas and events. With outdoor parks, recreational areas, and events, it is important to note that there may be various places to find policies including the [Municode](#), Parks and Recreation Department's Handbooks/Rules, and/or on individual locations and festivals websites.



## Reach out!

Once you have reviewed the training and technical assistance materials, completed the assessments and located current policies in the community, contact [Carleigh Olson](#), Policy Coordinator.



## Build your coalition

Think outside the box! This topic can be a great focus area to engage youth-focused groups, environmental organizations, PTO, local moms group, fitness clubs, fishing groups and dog park patrons that use the areas.

## Engage youth

Youth engagement is a vital piece to this policy and they should be active early in the process. Youth coalition members and/or FACT groups should play a major role in the social norming process around tobacco-free public places and healthy play areas. If there isn't a FACT group in the municipality – get a creative on ways to engage youth-focused groups!

A great activity to do with youth is a cigarette butt clean up!



## Policy implementation

Once the policy is in place, there is a lot you can do to set yourself up for success and for future policy work.

### Celebrate!

- Recognize the municipality at a coalition meeting
- Send thank you notes to those who supported the work
- Send a photo with a caption to the local paper
- Issue a press release or letter to the editor
- Hold a celebration event or a ribbon cutting ceremony!

### Implementation

- Update municipal brochures, contracts, website, etc.
- Communicate policy to staff, visitors and community members
- Send out a newsletter, email, text, etc.
- Add e-cigarette language to signage
- Make announcements at community events
- Engage FACT Youth to promote the new policy
- Include information about the change in promotional materials for community events or festivals



## Enforcement

- Tobacco-Free policies are largely self-enforcing and can be properly enforced with a combination of adequate signage and community education. Many tobacco users look for “no tobacco” signs. These signs empower everyone using the parks to provide friendly reminders about the policy to violators. Signs also help to eliminate the need for law enforcement presence.
- Communities can decide how they want to handle citations and if there should be a citation structure for those who violate the policy. For example, a community may decide to mirror or base the violation structure on other tobacco-free or alcohol use in parks citation processes.
- In addition to signs, communities can notify their residents about the policy in a variety of ways, including local media, newsletters, policy reminder cards, recreation brochures, and policy statements sent to sports associations and coaches' trainings.