**Background:** The E: Establishments section of the 2014-2015 Local Health Department TPEP RFA requires that TPEP Coordinators develop a detailed proposal illustrating how their identified retail strategy is going to be pursued. Having a solid understanding of the various jurisdictions *(the geographic area over which authority extends; the authority to hear and determine causes of action)* present in the county will help TPEP coordinators determine which jurisdiction makes the most sense to start working with to pursue their chosen retail strategy.

**Instructions:** Fill out the template below for each jurisdiction in your county, adding additional lines in the table if needed. For example, County X may have six cities and the unincorporated part of the county. In this example, there would be seven jurisdictions listed in the left column, and the names and contact information for each jurisdiction listed in the two columns to the right. In order to complete this task, coordinators may have to work with other staff in their county that are familiar with this information. Please complete this template, submit to your liaison by **June 1, 2015**, and use it to inform the strategy you are pursuing in the retail environment. The FY 2015-2016 TPEP RFA will build off of the assumption that all grantees are knowledgeable about their jurisdictions.

|  |  |  |  |
| --- | --- | --- | --- |
| Jurisdiction | Type of Jurisdiction | Names of Decision Makers | Contact Information of Decision Makers  (email and phone number) |
| *[Fill in name of Jurisdiction]* |  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| *[Fill in name of Jurisdiction]* |  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| *[Fill in name of Jurisdiction]* |  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| *[Fill in name of Jurisdiction]* |  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |