

# What Would You Do with \$4000 to Improve Student and Staff Wellness?

*May 11, 2017*



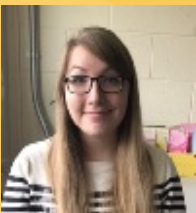
# Presenters



**Renee Haider, Deputy Director**



**Samantha McGraw, Program Manager**



**Kaitlyn Vollmer, Small Grants Program Coordinator**



# Sustainable Jersey for Schools

- Modeled after the municipal program
- Free and voluntary
- NJ based and consensus driven
- School level certifications but requires School Board and district level support





# Municipal Schools



444 towns, 198 certified



261 Districts, 641 Schools

## Sustainable Jersey Program Participants



# Why Participate?

- Framework for action
- Positive impact on school community
- Move towards a sustainable future
- Recognize and reinforce progress





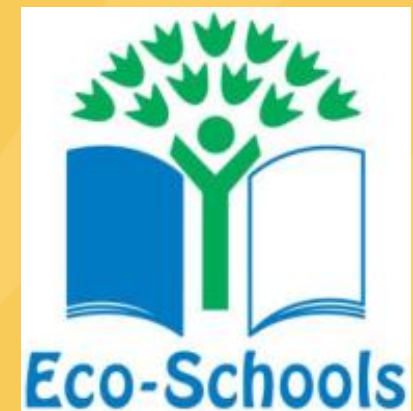
# Key Components of Sustainable Jersey

- Identifies **actions** to promote sustainability
- Provides **tools, resources, and guidance** to make progress
- Provides access to **grants and funding**



# Leverage Success in Other Programs

- Build Additive and Supportive Model
  - US Dept. Of Education “GREEN RIBBON SCHOOLS”
  - National Wildlife Federation, “EcoSchools”
  - NJ Partnership for Healthy Kids
  - Alliance for a Healthier Generation
  - Lots of other great programs



# Program Partners





# Sustainable Jersey for Schools Supporters

Underwritten By:



*The Geraldine R.*

**DODGE**



NEW JERSEY  
EDUCATION  
ASSOCIATION



Sponsored By:

*Sustainable Jersey  
for Schools Small  
Grants Program  
Underwriters*



**PSEG**

*We make things work for you.*



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# A BRIGHTER FUTURE

**FOR SCHOOLS**  
**SUSTAINABLE  
JERSEY**

• CERTIFIED •

one school  
at a time

ABOUT

ACTIONS &  
CERTIFICATION

EVENTS &  
TRAININGS

GRANTS &  
RESOURCES

MEDIA &  
COMMUNICATIONS

SUPPORT US

**REGISTER**



## APRIL SUSTAINABILITY HERO: ERICA DEMICHELE, DELRAN TWP SCHOOL DISTRICT

Monthly recognition program for heroes in the Sustainable Jersey program

### HEADLINES



**34 Sustainability Grants  
Awarded to New Jersey  
Schools**

APR 25, 2017



**Sustainable Jersey for  
Schools Announces  
Availability of \$120,000 to  
Fund Health and Wellness  
Actions in Schools**

APR 13, 2017

### ABOUT SUSTAINABLE JERSEY FOR SCHOOLS

Sustainable Jersey for Schools is a certification program for New Jersey public schools that want to go green, conserve resources and take steps to create a brighter future, one school at a time. [Learn More](#) →

### PARTICIPATING DISTRICTS & SCHOOLS

View the map of participating districts and schools, and register your district or school today! [View Map](#) →  
Or download a [printable list](#).



### UPCOMING EVENTS



**What Would You Do with  
\$4000 to Improve Student  
and Staff Wellness?**

ONLINE

MAY 11, 2017 - 03:00 PM TO  
04:00 PM



# Program Participation

## Step 1 Pass a Resolution



School district adopts a resolution of participation and registers with the program. A sample resolution is available for you to use. The superintendent invites the district's school principals to participate.

## Register Step 2

School principals register their individual school by uploading a letter of participation signed by the principal and superintendent.



## Step 3 Create a Green Team



The green team is created at the district or school level depending upon how activities will be coordinated. The green team is the only mandatory action.

Sample Resolution and Letter of Participation available [HERE](#)

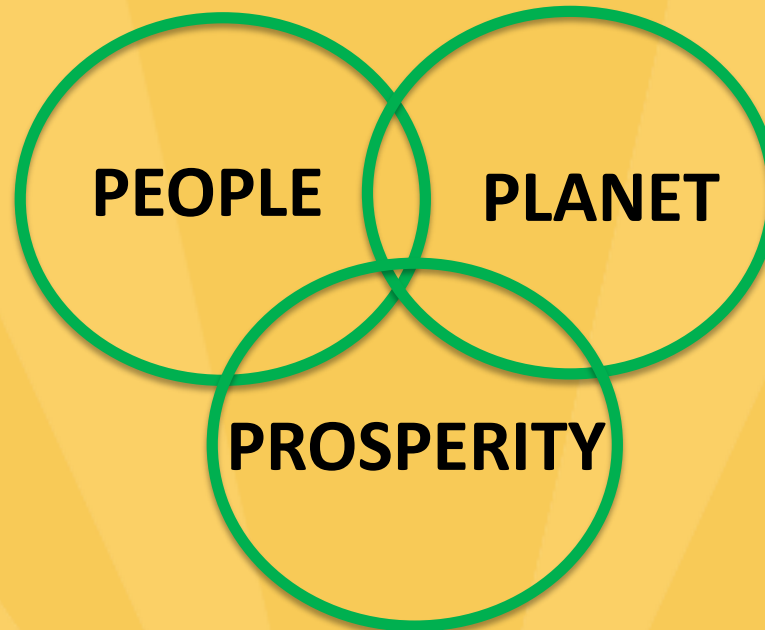




# Certification Action Categories

## PEOPLE

- Diversity & Equity
- Food & Nutrition
- Healthy School Environments
- Student Safety
- Student & Community Outreach
- Student & Staff Wellness



*Components of Sustainability*

## PROSPERITY

- Student Learning
- Energy Efficiency
- Innovation Projects
- Board Leadership & Planning
- Learning Structures

## PLANET

- Climate Mitigation & Renewable Energy
- Green Cleaning
- Green Design
- Green Purchasing
- School Grounds
- Waste Management & Recycling



# Total Small Grants for Schools

<u>Sponsor</u>	<u># Grants Awarded</u>	<u>Total \$</u>
Gardinier (Energy)	11	\$155,000
DOH (Health)	59	\$232,746
NJEA	96	\$360,000
PSEG	103	\$302,000
<b>TOTAL</b>	<b>269</b>	<b>1,049,746</b>



# Background

- The NJDOH through its Maternal and Child Health Services Title V Block Grant is contributing \$120,000 for a Sustainable Jersey for Small Grants cycle to fund schools to work on specific Sustainable Jersey for Schools Health & Wellness Actions
- DOH Regional Grantee Agencies can provide guidance to schools to help with completing the health and wellness actions



A MEMBER OF GEISINGER HEALTH SYSTEM



# Cycle Overview

- Thirty grants worth up to \$4,000 to districts and schools
- Online applications are due Thursday, June 29
- [Application Information Package](#) available on Grants & Resources Page or Link from application



# Eligibility Requirements

1. New Jersey Public Schools and School Districts serving grades 6 and above
  - School districts with schools serving grades 6 AND above
  - High school, middle school, or K-8 school
2. Be registered with Sustainable Jersey for Schools
3. Appointed a **Diverse Stakeholder Team** focused on student and staff health and wellness, such as a School Wellness Council or Green Team
4. Grant must be used to implement specific Sustainable Jersey for Schools Health & Wellness actions
5. Applicants must agree to comply with the grant reporting requirements outlined in Section H of the Application Information Packet
6. The reporting requirements for previous grant(s) awarded to the applicant are up-to-date and no interim/final reports are past due



# Eligible Expenses

- Staff salaries and stipends
- Consultant or contractor fees for:
  - content expertise, marketing, and/or technology
- Equipment, training and educational materials or related expenses
- Project supplies
- Promotional items (must be  $\leq 25\%$  of budget)
  - “Give-aways”
    - refillable water bottles, t-shirts, bags, etc.
  - Incentives or awards
    - Prizes, gift cards, etc.
  - Meeting supplies
- **NOTE: Facilities and administrative (overhead) costs CANNOT be charged to the grant.**





# Eligible Actions



# Diversity and Equity

- [Breakfast After the Bell](#)



# Food and Nutrition

- Healthy Food Choices
- School Gardens

**NJ Seasonality Chart**

Food & Month	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Asparagus												
Artichoke												
Avocado												
Banana												
Bean												
Berry												
Broccoli												
Brussels Sprouts												
Cauliflower												
Carrot												
Cashew												
Chickpea												
Corn												
Cucumber												
Edamame												
Garlic												
Green Bean												
Green Pea												
Jackfruit												
Kale												
Leek												
Lentil												
Mango												
Okra												
Onion												
Peanut												
Potato												
Radish												
Spinach												
Sweet Potato												
Tomato												
Turnip												
Watermelon												
Zucchini												





# Healthy School Environments

- Access to Healthy Water
- Asthma Friendly School



# Student and Staff Wellness

- Policies to Promote Physical Activity
- Programs to Promote Physical Activity
- School Health Assessment
- School Wellness Council
- Staff Wellness Program



# Innovative Project

- COPE TEEN
- Successful Evidence Based Practices to Improve the Social, Emotional and Physical Health of Middle and High School Students
- Webinar on these topics can be found on our [website](#)



# How to Apply

- Applications must be completed online at:

<http://bit.ly/2017DOHapp>

Application deadline: **Thursday, June 29**

- [Application Information Package](#) available on Grants & Resources Page or Link from application

Document the Email address and password used to log into the application. If awarded a grant, you will need to use the same info to submit reports.





# Portal Log In

- Must “Signup” and establish a Login for the application (even if have submitted application previously)
  - Includes Email Address and Password
- A **separate** email is needed for each application
- Save the Email Address and Password used to log into the application. If awarded a grant, you will need to use the same info to submit reports



# Portal Demo

<http://bit.ly/2017DOHapp>



# I. Eligibility Inquiry

- The applicant must confirm the following:
  - Its student population includes students in Grade 6 and above and it is registered in the Sustainable Jersey for Schools program
  - It has an active and diverse stakeholder team focused on student and staff health and wellness, such as a school wellness council or green team
  - The reporting requirements for previous grant(s) awarded to the applicant are up-to-date and no interim/final reports are past due



# II. Application Information

- Applicant – District or School
- District Information
  - Name
  - County
  - NJDOE District Code and Employer Identification Number
  - Type (K-8, K-12, 9-12)
  - Numbers of Students Served by School District
  - District % of Students on Free or Reduced Lunch
- School Information
  - Name
  - Type (K-8, Middle School (Grade 6 and above), High School)
  - Number of Students Served by School
  - School % of Students on Free or Reduced Lunch



# III. Proposed Project

- Action Selection
- Title and Brief Description
- Action Plan and Timeline
  - The form is available [here](#) and is shown in Section J of the application packet
  - Steps needed to complete project, who will oversee the effort, and by when
- Student Engagement
  - How will students be involved in planning, implementing, and/or evaluating the health and wellness action
- Impact on School Community
  - How will project advance your health and wellness efforts, who/how many will benefit, and how this project will augment existing efforts and/or be a catalyst to advance health and wellness





# III. Proposed Project

- Stakeholder Team Members (uploaded file)
  - Name, Organization/Department and Role
  - Should include diverse mix of people
  - A summary of the team's activities in the 2016-2017 school year
    - If the team was recently formed, please outline planned activities
- Budget
  - Narrative – Description of major components of project expenses and other funds that will be contributed towards the effort
  - Detailed Budget – Uploaded as part of Required Attachments, template available [HERE](#)
- Evaluation
  - How will you evaluate the success of the effort?



# IV. Application Contacts

- Primary Application Contact
  - Person submitting the application
- School District Superintendent
- School Principal (if school is applicant)
- Fiscal Contact
  - Must be a district employee with authorization to handle district funds (most likely Business Administrator)
  - **Cannot** be club advisor, parent organization volunteer, or student
- Media Contact



# V. Required Attachments

- Authorization to Submit Grant Application
  - Board Resolution or Letter from and Authorized Party, template available [HERE](#)
  - Different from Board Resolution to Participate in Sustainable Jersey for Schools
- Detailed Project Budget
  - [Template](#) available but not required



# VI. Optional Information

- Letters of Support from Project Partners
  - Parent or Student Organizations
  - Local Union Leadership
  - Business or external partners
  - Municipal Green Team





# Tips for Selecting a Project

- Focus on where the **needs** are relative to student and staff health and wellness
- Make sure the project can be linked to specific outcomes
- Projects are intended to supplement and complement school efforts not support district/school compliance with existing laws and regulations
- Pilot or demonstration projects are welcomed
  - Make sure to include how it will be evaluated and how the results will be shared with the school community



# Tips for Preparing a Proposal

- “Sell” the project or program
  - What problem or issue are you trying to address?
  - What is your end goal?
  - How does it leverage existing efforts and/or provide a foundation for future initiatives
  - Where does it fit in the big picture?
- Think through the implementation
- Include representatives from the major stakeholders in the effort
- Be clear and concise – quality vs. quantity
- Link to student learning and behavioral change



# Tips for Preparing a Budget

- Highlight other funds or in-kind resources that will contribute to the effort
- Demonstrate that you have researched alternatives and have chosen cost effective approaches
- Provide as much detail as possible
- Promotional items should be limited to no more than 25% of the total budget



# Proposal Review Process

- All ELIGIBLE proposals will be reviewed by a “Blue Ribbon Selection Committee” composed of health and wellness experts from the public and private sectors.
- Members of the Selection Committee are not school consultants, staff or Board of Education members.
- Evaluation criteria are listed in Attachment 2 of the [Application Information Package](#) and in the application itself
  - Can use as a checklist in developing your proposal





# Grant Awards

- Will be announced by the end of August
- Evaluation criteria are listed in Attachment 2 of the [Application Information Packet](#) and in the application
  - Can use as a checklist in developing your proposal
- Payment Schedule
  - \$2,000 will be disbursed after signed Memorandum of Agreement has been received by NJ DOH regional partner
    - MOA will be sent to primary contact after recipients have been selected
  - Remaining funds will be sent upon satisfactory completion and approval of the final report



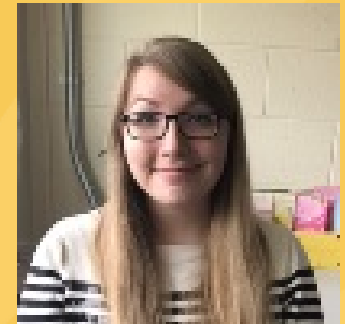
# Recipient Requirements

- Online Reporting
  - Interim Report (January 15, 2018)
  - Final Report (June 15, 2018)



# For More Information

- Visit us at [www.sustainablejerseyschools.com](http://www.sustainablejerseyschools.com)
- Grants related questions email Kaitlyn Vollmer at [grants@sustainablejersey.com](mailto:grants@sustainablejersey.com) or 609-771-3129
- Schools program related questions email Veronique Lambert at [schools@sustainablejersey.com](mailto:schools@sustainablejersey.com) or 609-771-3427



Questions?



# Upcoming Events

## 2017 New Jersey Sustainability Summit

June 21, 2017

The College of New Jersey

REGISTER

The 2017 New Jersey Sustainability Summit will explore how coordinated local action can achieve an increased collective impact. As federal and state budgets decline, there is renewed energy at the local level to make progress. But no community can be an island.

Sustainable Jersey brings together a unique mix of public and private, state and local partners to support communities in achieving remarkable progress. The 2017 Sustainability Summit will explore how we can all work together to build local capacity for change.

You will participate in thought provoking conversations that focus on engaging government, community, schools, business and academia in sustainable action. The event attracts over 300 diverse participants from across New Jersey. At concurrent sustainability sessions, you will have the opportunity to learn, listen and discuss issues ranging from water resources, energy, waste, civic engagement and local economies to school and municipal green teams. The event offers an exciting venue for networking, engagement and collaboration.

### Who Should Attend?

Sustainable Jersey and Sustainable Jersey for Schools green team and Task Force members, academics, elected officials, state and local agency representatives, businesspeople, non-profit organizations and the interested public. For information visit [www.sustainablejersey.com](http://www.sustainablejersey.com)

