

# **Funding Your Health & Wellness Initiative with a Sustainable Jersey Small Grant**

**April 14, 2016**



# 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



434 towns, 193 certified



170 Districts, 438  
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 become more sustainable
- Provides **tools, resources, and guidance** to make progress
- Provides access to **grants and funding**

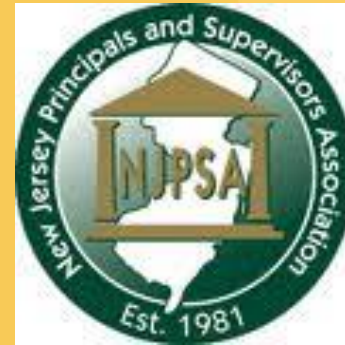


# Leverage Success in Other Programs

- 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:



Sponsored By:

*Sustainable Jersey  
for Schools Small  
Grants Program  
Underwriters*



Founding Sponsors



Silver Sponsor



Bronze Sponsor







A BRIGHTER FUTURE

one school at a time

ABOUT

ACTIONS & CERTIFICATION

EVENTS & TRAININGS

GRANTS & RESOURCES

MEDIA & COMMUNICATIONS

SUPPORT US

REGISTER



REGISTER YOUR SCHOOL DISTRICT OR SCHOOL

Start the certification process by registering with Sustainable Jersey for Schools.



HEADLINES



Sustainable Jersey for Schools Announces 2015 Champion and Leadership Awards

OCT 20, 2015



Sustainable Jersey for Schools Announces the First 59 Schools to Achieve Sustainability Certification

SEP 28, 2015

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



120

DISTRICTS



306

SCHOOLS



REGISTER NOW ->

UPCOMING EVENTS



New Jersey School Boards Association Workshop 2015

Atlantic City Convention Center

OCT 27, 2015 - 08:00 AM TO OCT 29, 2015 - 05:00 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.

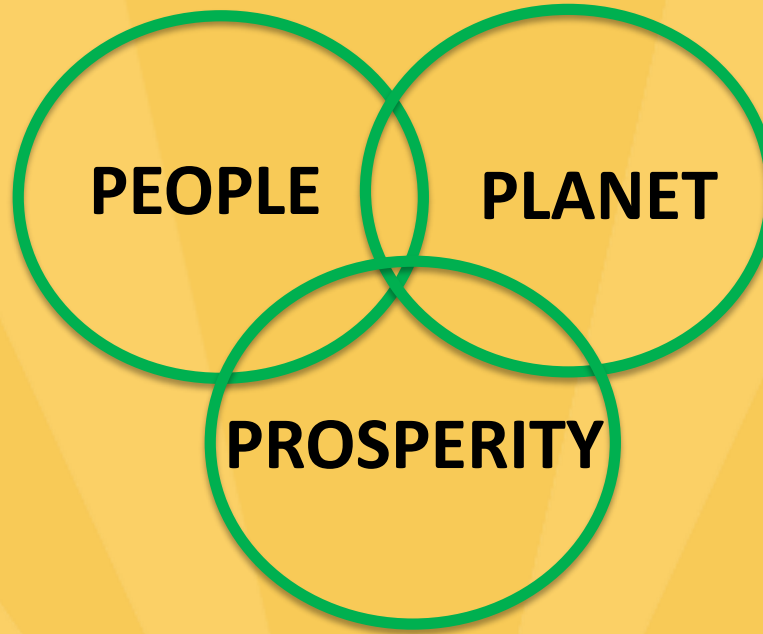
**Sample  
Resolution  
and Letter of  
Participation  
available  
[HERE](#)**



# Certification Action Categories

## PEOPLE

- Diversity & Equity
- Food & Nutrition
- Healthy School Environments
- Safe Routes to School
- Student & Community Outreach
- Student & Staff Wellness



*Components of Sustainability*

## PROSPERITY

- Student Learning
- Energy Efficiency
- Innovative Projects
- Leadership & Planning
- Learning Environment

## PLANET

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



# Types of Actions

- **District Only**
  - District completes these actions and submits them for review
- **School Only**
  - Individual schools complete these actions and submit them for review
- **Either District or School can complete the action**
  - Action must be claimed by the agreed upon entity

Learning Environment	
School Grounds	
Student & Community Outreach	
Student and Staff Wellness	
<b>1</b> Programs to Promote Physical Activity	Status: Unplanned
10 Points <b>📌</b> School Only	Unplanned ▼
<b>1</b> Staff Wellness Program	Status: Unplanned
10 Points	Unplanned ▼
<b>1</b> Policies to Promote Physical Activity	Status: Unplanned
10 Points <b>🏛️</b> District Only	Unplanned ▼
<b>1</b> School Health Assessment	Status: Unplanned
20 Points <b>📌</b> School Only	Unplanned ▼
<b>1</b> School Wellness Council	Status: Unplanned
10 Points <b>★</b> Priority <b>📌</b> School Only	Unplanned ▼
Student Learning	
Student Safety	

# Mandatory Green Team

- No need to create a new team
- District and/or school level
  - Diverse membership recommended
  - Must have at least two representatives appointed by the union leadership
  - District Green Teams must have school representation
- Successful School Green Teams Webinar available on [website](#)



# Small Grants for Schools

Sponsor	Deadline	Awards	Total \$
PSEG	2/23/2015	34	\$100,000
DOH-Health	6/26/2015	29	\$116,000
NJEA	10/4/2015	50	\$180,000
Gardinier-Energy	11/1/2015	7	\$90,000
PSEG	1/24/16	34	\$100,000
<b>DOH-Health</b>	<b>6/10/16</b>	<b>30</b>	<b>\$120,000</b>
Total		184	\$706,000



# 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 Grantee Agencies can provide technical assistance to assist schools in completing the health and wellness actions.



# Types of Technical Support

- Connect schools to state, county or local health resources and/or other schools doing similar work
- Offer youth leadership opportunities with an emphasis on health and wellness
- Hold Parent Engagement Workshops
- Meet in person or participate on conference calls with school health team to offer guidance





# Cycle Overview

- Thirty \$4,000 grants to districts and schools
- Online application will open by the end of March and be due Friday, June 10th
- Application Information Package available on Grants & Resources Page or Link from application



# Eligibility Requirements

1. New Jersey Public Schools 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 **AND** have appointed a **Green Team**.
3. Previous Sustainable Jersey for Schools grant recipients
  - \$10,000 Grant Recipients – Not Eligible
  - \$4,000 Grant Recipients – Eligible if Grant Project Completed by June 10
  - \$2,000 Grant Recipients – Eligible
4. Grant must be used to implement specific Sustainable Jersey for Schools Health & Wellness action



# Eligible Expenses

- Staff salaries and stipends
- Consultant or contractor fees (including training)
- Equipment
- Programmatic or promotional items such as meeting supplies, incentives or awards (limited percent of total budget)
- Educational materials
- Funding can be “flipped” to a non-profit but school district “recipient of record”

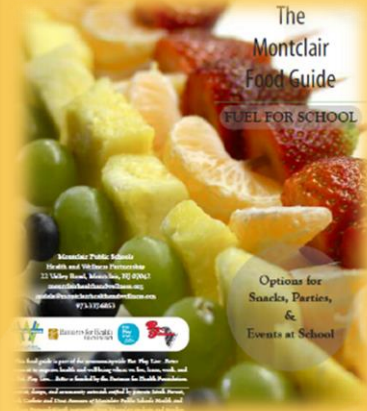


# Food and Nutrition

- Breakfast After the Bell
- Healthy Food Choices
- Promote Locally Grown Foods
- School Gardens

**NJ Seasonality Chart**

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Apples	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Asparagus												
Avocado												
Bananas	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Beans												
Berries												
Broccoli												
Brussels Sprouts												
Cauliflower												
Corn												
Cucumbers												
Eggplant												
Fennel												
Garlic												
Green Beans												
Kale												
Leeks												
Lettuces												
Onions												
Parsnips												
Peas												
Potatoes												
Spinach												
Squash												
Tomatoes												
Winter Squash												
Zucchini												



# Healthy School Environments

- Access to Healthy Water
- Asthma Friendly School
- Indoor Air Quality Review



# 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
- School Climate & Culture

## Don't Miss Our Upcoming Webinar

Evidence Based Practices to Improve the Social, Emotional and Physical Health of Middle and High School Students

APRIL 20, 2016 - 3:00 PM TO 4:00 PM

ONLINE

[REGISTER](#)



# How to Apply

- Applications must be completed online at:  
<https://app.wizehive.com/appform/login/sjsnjdoh2016>
- Application deadline: **Friday, June 10**
- [Application Information Package](#) available on Grants & Resources Page or Link from application





# 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

<https://app.wizehive.com/appform/login/sjsnjdoh2016>



# I. Eligibility Inquiry

- Sustainable Jersey for Schools Registration
- Green Team
- Previous Grant Recipients
  - \$10,000 or \$30,000 grant recipients must have completed the project and closed out the grant
  - \$4,000 grant recipients must have **completed the grant activities and plan to submit a final report by June 17, 2016**
  - \$2,000 grant recipients ARE eligible to apply



# II. Application Information

- Applicant – District or School
- District Information
  - Name
  - County
  - NJDOE District Code and Employer Identification Number
  - Type (K-8, K-12, 7-12, High School)
  - Student Population
  - % of Students on Free or Reduced Lunch
- School Information
  - Name
  - Type (K-8, Middle School (Grade 6 and above), High School)
  - Student Population
  - % of Students on Free or Reduced Lunch



# III. Proposed Project

- Action Selection
- Title and Brief Description
- Action Plan and Timeline
  - Steps you will take to develop and implement the project or program
- Student Engagement
  - How will students be involved
- Impact on School Community
  - How will project advance your health and wellness efforts and who will benefit



# III. Proposed Project

- Health & Wellness Team Members (uploaded file)
  - Name, Organization/Department and Role
  - Should include diverse mix of people
- 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 teacher, club advisor, PTA President
- Media Contact



# V. Required Attachments

- Green Team Information (waived for certified schools)
  - Letter/Memo from Superintendent or Principal establishing the Green Team
  - Members – Name, Position, Email (must identify designated union representatives)
  - Activity Summary
- 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
  - Municipal Green Team or Municipal Alliance
  - External Organizations (i.e. Rutgers Cooperative Extension)



# 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
- Incentives and awards should be limited to no more than 25% of the total budget



# Recipient Requirements

- Online Reporting
  - Interim Report (January 15, 2017)
  - Final Report (June 16, 2017)
- Participation in School Health Summit in May 2017
  - Can include up to \$200 in budget to cover costs of participation (identify as professional development)



# 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 Packet and in the application itself
  - Can use as a checklist in developing your proposal



# Grant Awards

- Will be announced by mid-August
- 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 Packet and in the application
  - Can use as a checklist in developing your proposal
- Payment Schedule
  - \$2,500 will be disbursed in early September
  - \$1,500 balance upon completion of the grant funded activities and acceptance of the final report



Questions?





# For More Information

- Visit us at [www.sustainablejerseyschools.com](http://www.sustainablejerseyschools.com)
- Email
  - [schools@sustainablejersey.com](mailto:schools@sustainablejersey.com)
  - [grants@sustainablejersey.com](mailto:grants@sustainablejersey.com)
- Call Sustainable Jersey Staff
  - Veronique Lambert 609-771-3427 (Program related ?'s)
  - Andrew Fau 609-771-2271 (Grants related ?'s)

