

HIGHMARK[®]
FOUNDATION



Creating a Healthy School Environment

2013 Grant Application

**Application deadline:
October 1, 2013**



CREATING A HEALTHY SCHOOL ENVIRONMENT

About the Highmark Foundation's Creating a Healthy School Environment Grant Program

The Foundation recognizes that schools are powerful places to shape the health, education and well-being of our children. The Foundation's goal is to create healthier school environments that have sustainable and lasting change. To accomplish this goal, the Foundation is proposing a new program, *Highmark Foundation: Creating a Healthy School Environment* that will provide schools with funding and resources necessary to create healthier environments for students. Promoting child health and wellness is consistent with Highmark Foundation's goals, strategies and focus to address childhood obesity as a public health issue, illustrate the effectiveness of early intervention and preventive health programs that address obesity, and advance Highmark Foundation as a thought leader in the area of school health and wellness.

The Foundation is pleased to announce a one-year funding opportunity for schools for the 2013 – 2014 school year. This funding opportunity will provide schools (grades K-12) with mini-grants and school districts with Super+ School District grants. To assist schools with creating an environment of health and wellness, the Highmark Foundation has made \$500,000 available to schools and school districts in Pennsylvania and \$100,000 to schools in West Virginia.

A total of \$250,000 is available for the mini-grant program and \$250,000 for the Super+ School District program in Pennsylvania. Only the mini-grant program is available in West Virginia. These grants will enable schools to continue creating healthy school environments, actively engage leadership, integrate health and wellness into the over school improvement plan and effectively use data for continuous improvement.

Eligibility Criteria

Mini-grants in the amount of \$5,000 each will be awarded to:

- 50 school buildings (private, charter and parochial)
- 25 Super+ School District grants of \$10,000 each will be awarded to 25 school districts for implementing programs that improve access to quality school-based health and wellness programs
- 20 schools will be awarded mini-grants in the amount of \$5,000 in West Virginia

Note: School districts are not eligible to apply for mini grants and school buildings are not eligible to apply for Super+ School District grants. Public schools should apply by district through the Super+ school district grant opportunity. If awarded, school districts should identify and select schools within its district to receive funding.

Priority Areas

The Highmark Foundation will award mini-grants to schools grades K-12, and school districts, within its service region for programs that address **one** of the following topics. Mini-grant and Super+ School district applicants may apply for funding in only **one** of the three areas described:

1. **Childhood Injury Prevention** such as:
 - a. Concussion screening using tools such as sports injury surveillance software
 - b. Safety and injury prevention
 - c. Help youth develop sound decision making skills to reduce injury
 - d. Promote an environment of safety and injury reduction

Funding possibilities: professional development, first aid equipment and concussion screening tools.

2. **Healthy Eating and Physical Activity** such as identifying effective approaches to help combat childhood obesity. Recognizing that there is no single or simple solution to the childhood obesity epidemic, we will focus on strategies that improve children's health behaviors by involving the children, their families and communities using successful interventions from the CDC's Childhood Obesity Demonstration Project (www.cdc.gov) and the EPA HealthySEAT (Healthy Schools Environments Assessment Program) (www.epa.gov).

- i. Improve children's nutrition and physical activity in schools through healthier school foods and physical education classes that accommodate the health and nutrition needs of all students
- ii. Spaces and facilities for physical activity (including playgrounds and sports fields) meet or exceed recommended safety standards
- iii. Provide technical assistance for review and/or revising school wellness and nutrition policies
- iv. Support quality daily physical education in schools
- v. Make school's physical activity spaces available before and after school hours
- vi. Use existing data to create school-based prevention, physical activity and nutrition programs

Funding possibilities: support for technical assistance, Fitnessgram software assessment and reporting tools (www.fitnessgram.net), professional development, purchase of nutrition curriculum and equipment.

3. **Physical and Environmental Health** related to school-based asthma management:

A. Controlling asthma in schools using the CDC's National Asthma Control Program (www.cdc.gov/asthma)

- i. School-based asthma policies and asthma management
- ii. Self-management and education for students
- iii. Developing standardized asthma action plans for school nurses and faculty
- iv. Evidence-based asthma prevention interventions
- v. Asthma training for families and/or school staff
- vi. Air quality in schools

B. Promote water consumption in schools as an alternative to sodas and sugar-sweetened drinks

- i. Make bottled water available during school meals
- ii. Increase access to clean drinking water
- iii. Improve school filtration system
- iv. Provide safe, clean water fountains

Funding possibilities: purchase of asthma curriculum and/or related materials, professional development, or activities to engage parents and communities.

A continued investment in creating a healthy school environment will provide an atmosphere in which students can practice what they learn about making healthy decisions; advance the work of staff to practice and model healthy behavior and offer schools an opportunity to network with parents and communities to share best practices. We know that many schools have made great progress in increasing healthier environments for students.

Application Guidelines

Highmark Foundation Creating a Healthy School Environment grants will be awarded to schools or school districts based on the merits of the proposal as defined in the following Application Guidelines.

1. Highmark Foundation grant evaluators will be looking for the following four elements in your application:
 - A. Is the program well-conceived, well-planned and does it show an understanding of the children's health issues addressed in the proposal?
 - B. Does the school or school district have the capacity to carry out the program?
 - C. Does the program have a solid evaluation plan, as specified on page 6 of the grant application?
 - D. Is the budget submitted appropriate for the overall program?
2. All schools, grades K-12, public, private, parochial and charter or school districts within Highmark Health Service's 49 counties in Pennsylvania and all counties (55) in West Virginia are eligible to apply.
3. Applications are currently being accepted for the 2013-2014 school year until October 1, 2013. Awards will be announced on November 1, 2013.
4. The grant review process varies depending on the completeness of your application. If your school or district is awarded a grant, the grant check will be included in your award letter.
5. Funded programs must begin within 2 months of receiving the award. Funding is provided for a maximum of 12 months.
6. For questions or additional information about the Highmark Foundation Creating a Healthy School Environment grant program, call Toll-free telephone: 1-866-594-1730. Fax: 412-544-6120. E-mail: info@highmarkfoundation.org.

Please complete the Healthy School Environment application on the following pages and email or mail it to the Highmark Foundation. **Applications available at www.highmarkfoundation.org**

Note: If you are sending your application via e-mail, please include the school district or school building name in the subject line of the e-mail.

Western Pennsylvania

Counties served: Allegheny, Armstrong, Beaver, Bedford, Blair, Butler, Cambria, Cameron, Clarion, Clearfield, Crawford, Erie, Elk, Fayette, Forest, Greene, Huntingdon, Indiana, Jefferson, Lawrence, McKean, Mercer, Potter, Somerset, Venango, Warren, Westmoreland and Washington

Christina Wilds • 120 Fifth Avenue, Suite 1733 • Pittsburgh, PA 15222

WesternPAGrants@highmark.org

Central Pennsylvania

Counties served: Adams, Berks, Centre, Columbia, Cumberland, Dauphin, Franklin, Fulton, Juniata, Lancaster, Lebanon, Lehigh, Mifflin, Montour, Northampton, Northumberland, Perry, Schuylkill, Snyder, Union and York

Rosemary Browne • 1800 Center Street, 1B Suite 454 • Camp Hill, PA 17089

CentralPAGrants@highmark.org

West Virginia

Catherine McAlister • 900 Pennsylvania Avenue • Charleston WV 25302

(All counties in West Virginia are eligible to apply)

WestVirginiaGrants@highmark.org



CREATING A HEALTHY SCHOOL ENVIRONMENT GRANT PROGRAM

HOW TO COMPLETE THIS APPLICATION:

1. Type your responses in the space provided.
2. When you are finished filling out the application, save it to your computer. You can then attach your saved application to an email.
3. Please use the email address specified on page 3 for your county.
4. An original, signed Terms & Conditions is required (pages 9 & 10), and must be mailed to us in order for your application to be complete.
5. Print the saved application, have it signed by the authorized party, and mail or e-mail it to us at the address stated on page 3 for your county.
6. Vendor quotes can be copied and mailed to us with your completed application.
7. If you are sending anything to us via e-mail, please include the school district and school name in the subject line of the e-mail.

APPLICANT INFORMATION

Grant Coordinator's Name: <u>Jessica Boynton</u>		
Title or Position: <u>Health + Physical Education Teacher</u>		
Email Address: <u>boyntonj@pbsd.k12.pa.us</u>		
School Building: <u>Senior High</u>	School District: <u>Plum Borough S.D.</u>	
School Building or School District Address: <u>900 Flicker Road</u>		
City: <u>Pittsburgh</u>	State: <u>PA</u>	Zip Code: <u>15239</u>
County: <u>Allegheny</u>	Phone Number: <u>412-795-4880 x 8143</u>	
School Principal's Name: <u>Ryan Kociela</u>		
Email Address: <u>kocielar@pbsd.k12.pa.us</u>	Phone Number: <u>412-795-4880 x 6312</u>	
Mailing Address: <u>900 Flicker Road</u>		
City: <u>Pittsburgh</u>	State: <u>PA</u>	Zip Code: <u>15239</u>
Superintendent's Name: <u>Dr. Tim Glasspool</u>		
Email Address: <u>glasspoolt@pbsd.k12.pa.us</u>	Phone Number: <u>412-795-4880 x 6362</u>	
Mailing Address: <u>900 Flicker Road</u>		
City: <u>Pittsburgh</u>	State: <u>PA</u>	Zip Code: <u>15239</u>
County: <u>Allegheny</u>		
Estimated number of youth who will participate in your program: <u>target 500+ students</u>		
Total number of youth in your school: <u>1,350 Senior High</u>	If a district, total number of youth in your school district: <u>4,001</u>	
Age Range: This program serves youth who are <u>13</u> to <u>18</u> years old.		
Grade Levels: This program serves grades <u>9</u> to <u>12</u>		

GRANT INFORMATION

<p>PROGRAM NAME Please enter the official name of the program to receive funding.</p> <p><i>Mustang Fit Club & Family Fitness Nights</i></p>		
<p>PROGRAM OVERVIEW AND RATIONALE Describe your program; discuss the program format and how it will be implemented. Indicate the frequency, length of time per session, total number of sessions and number of youth participating. (Bullet points and/or brief phrases are encouraged.)</p> <p><i>See attached narrative</i></p>		
<p>If your school or district received a Super+ School Challenge previously, is this grant request a continuation or expansion? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p>		
<p>KEY PROGRAM DATES Complete the proposed timeline for the program's implementation. Breakdown activities by quarter and complete additional lines as needed as needed. (Note: Final Report due no later than 1 year after Program Start Date.)</p>		
TIME PERIOD	TASKS	RESPONSIBLE INDIVIDUAL(S)
January - March 2014	① Promotion	Jessica Boynton
	② Activity Period Mentor	PE Staff →
	③ Fitness Center Supervisor ^{AM & PM}	PE Staff / Jeff Wolfe / Designated Staff Member
	④ Monthly Fitness Night Instruction	PE Staff
	⑤ Purchase/Distribution of Healthy Snacks & Water during F.F.N.	Jessica Boynton
April - June 2014	② Continue Monthly Meetings	
	③ Continue Supervision	see above
	④ Continue Monthly Family Fitness Nights	
July - September 2014	* Fitness Center will be available to students during specified hours over summer break.	Jeff Wolfe
October - December 2014	Promote Programs again to obtain new members for start of new school year.	Jessica Boynton
	Prepare final report for Highmark.	Jessica Boynton

*Jessica Boynton
Carl Vollmer
Keith Nonnenbe
Mike Verrico
Mark Garvey*

PROGRAM FOCUS AREA(S)

Which focus area will your project address? (Select only one).

- Healthy Eating and Physical Activity
- Childhood Injury Prevention
- Physical and Environmental Health

PROGRAM OBJECTIVES

List the Objectives of your program as they relate to Focus Area you are addressing (Healthy Eating and Physical Activity, Childhood Injury Prevention or Physical and Environmental Health).

see attached

PROGRAM EXPECTED OUTCOMES AND EVALUATION PLAN

You are **REQUIRED** to submit a final report on your project that includes quantitative/measurable pre- and post-program knowledge and changes in health status indicators such as: number of youth participating, fitness assessments, change in BMI, minutes of exercise per week, increased sales of healthy foods, reduced number of sports-related injuries, reduced absenteeism as result of asthma self-management, implementation of school wellness policies.

to be submitted at years end

** see attached plan*

Application continues on next page.

Program Overview and Rationale / Program Objectives

Mustang Fit Club

The students will meet with designated physical education teacher during monthly activity period. During this time, they receive exercise and nutrition advice. Physical Education staff will assist students with formation of an exercise and healthy eating plan. Students will document their workouts and follow up with designated teacher during each months activity period. This time will be used to monitor progress and obtain feedback from the teacher. The fitness center will be available before school and after school every day for students to workout for at least 45 minutes.

Target number: 200 + students

Program Objectives:

- Develop student fitness leaders within the school
- Establish a plan to achieve balance between healthy eating and exercise
- Assist students with development and implementation of nutrition and fitness programs

Plum Family Fitness Nights

The physical education staff will promote and facilitate family fitness nights in which high school students are encouraged to come to the high school with an adult family member and participate in various fitness related activities. The program will run for two hours in the evening once a month. Activities will include: Jessica Boynton- aerobics, Keith Nonnenberg- badminton, Mark Garvey- basketball, Carl Vollmer- swimming, Mike Verrico- weight lifting and nutrition advice.

Target number 300 + students and family members

Program Objectives:

- Incorporate family and community in an attempt to promote lifelong fitness
- Encourage members of the community and family to support and act as role models for our students
- Demonstrate to students the benefits and enjoyment that adults can gain from lifelong fitness activities

Program Expected Outcomes and Evaluation Plan

Mustang Fit Club:

- Obtain baseline data through fitness testing and BMI
 - Mile run
 - 1 minute sit up test
 - Push up test
 - Sit and Reach
 - BMI
- Monitor change in fitness tests and BMI monthly and at years end
- Promote Fit Club at various events at the high school
- Fitness Center Sign in sheet for AM and PM workout times
- Tracking of workouts on provided sheets

Plum Family Fitness Nights:

- Sign in sheets for each month
- Monitor numbers at each activity
- Surveys for students and family members regarding effectiveness of the program
- Monitor the change in sales of healthy snacks in cafeteria

Provide a budget for the funding you are requesting. Include the cost for each line item in the spaces provided. The total cannot exceed \$5,000 for school buildings and \$10,000 for school districts (please review eligibility criteria provided on page 1). Note: Please use whole dollar amounts only. Provide a copy of all vendor estimates with this application.

See attached quotes

	HIGHMARK FOUNDATION	OTHER FUNDING SOURCES
Purchase of Power Source Smith Machine & Counter Balance System for Fitness Center	\$2,549.00	\$
		\$
	Shipping est. 80.00	\$
		\$
		\$
		\$
		\$
Repair of Circuit Boards for 2 treadmills in Fitness Center	\$1,000.00	\$
	(500 each)	\$
		\$
		\$
Glassless & Shatterproof Mirrors for Aerobic area 1 for fitness center	\$5,334.00	\$
	includes adhesive + shipping	\$
		\$
		\$
		\$
		\$
		\$
Steps for Aerobics (need 8 additional)	\$640.00	\$
	ship est. \$22.00	\$
Healthy Snacks + Water for Participants in the Family Fitness Nights	\$375.00	\$
	(5 sessions)	\$
		\$
		\$
		\$
		\$
		\$
TOTAL PROJECT BUDGET	10,000.00	\$