
2019 MCPS WELLNESS MINI-GRANT APPLICATION

DATE ISSUED: September 13 , 2019

DEADLINE FOR SUBMISSIONS: October 1, 2019

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I. PURPOSE

Student health and wellbeing is a priority for student success. To assist schools in supporting enhanced student wellness, this grant opportunity will provide funds to support initiatives that align with schools' Local School Wellness Council (LSWC) goals or action plan. Each MCPS school must have a LSWC, as outlined in the MCPS Wellness Regulation: [JPG-RA, Wellness: Physical and Nutritional Health](#) and the final rule of the USDA Healthy Hunger Free Kids Act. The LSWC should be comprised of a group of school staff, administrators, parents, and others who work together collaboratively, identify goals and create action plans to enhance student health and wellbeing.

II. BACKGROUND

Montgomery County Public Schools has partnered with the Healthy Montgomery Transforming Communities Initiative (TCI) to provide this grant opportunity. TCI is a partnership between the Institute for Public Health Innovation (IPHI), Holy Cross Health, Montgomery County Department of Health and Human Services, the Montgomery County Department of Transportation (Safe Routes to Schools) and numerous other community and government partners. It is a multi-year effort focused on numerous public health strategies, including obesity prevention.

IPHI has partnered with MCPS to provide technical assistance and funding to enhance the monitoring and implementation of the MCPS Wellness Regulation through the formation of school-based Local School Wellness Councils. TCI is funded nationally by Trinity Health, one of the country's largest healthcare systems. Funding to support this project is also provided by the Healthcare Initiative Foundation.

III. ELIGIBILITY

All schools are eligible to apply if they meet the following criteria:

- Have an active local school wellness council
- Be compliant with MCPS Wellness Regulations [JPG-RA Wellness: Physical and Nutritional Health](#)
- Have a current LSWC action plan

For assistance with creating a local school wellness council, questions, more information, or clarification about eligibility requirements, please contact Marla Caplon, Director of Student Wellness Initiatives at studentwellness@mcpsmd.org or 240-740-2904

IV. APPLICATION REQUIREMENTS

- Please complete the [Online Application](#)

Within the online application, schools will be asked to submit current [wellness goals and action plan](#) along with a [project budget](#). Please see examples and use modifiable templates provided in the links above to attach and submit these documents.

V. GRANT AMOUNTS

Limited grant funding is available. Not all applications are guaranteed to receive an award. Award amount may be fully or partially funded. If selected, all purchases should be made according to school procedures.

- Grant funds of **\$200-\$2,000** may be requested. Amount awarded will be based on applications received and available funds.
- All funds **MUST** be spent by **December 4, 2019**.

VI. ALLOWABLE EXPENSES

Funds can be used for activities/equipment that support student access to healthy foods (including water), nutrition education, physical activity, mental health and similar initiatives. Funds may not be used for food service operation equipment, award incentives, or for food as refreshments.

VII. ACCOUNTABILITY REQUIREMENTS

The grantor agrees to:

- Provide technical assistance as needed
- Be available for support
- Provide information to school staff about purchasing processes

The grantee agrees to:

- Comply with MCPS Wellness Regulations
- Adhere to MCPS purchasing guidelines
- Spend money by December 4, 2019
- Make only allowable purchases
- Provide reports outlining use of funds and accomplishments
- Complete a survey at year end
- Submit photos that demonstrate the benefits of the purchased.
- Be willing to tell their story!

VIII. AWARD TIMELINE

The award process timetable is as follows:

Application due:	October 1, 2019
Application Review Process:	October 2 – October 11, 2019
Award Notification:	October 14, 2019
Monitoring of Grant:	October 14, 2019- June 30, 2019

IX. ADDITIONAL INFORMATION

For additional information, please contact Marla Caplon, Director of School Wellness Initiatives at studentwellness@mcpsmd.org, 240-740-2904