



## Office of School Wellness Programs 2015-2016 School Wellness Council (SWC): Implementation Grant Application Overview

### What is wellness?

Wellness means being healthy in mind and body. To support healthy, successful students, the NYC Department of Education updated its [Wellness Policies](#) in 2010. Strong physical and health education instruction, regular physical activity, adequate sleep, and healthy eating help young people stay in shape, feel good, do their best at school, and lead long, healthy lives.

### What is the School Wellness Council Grant Program?

The School Wellness Council (SWC) competitive grant program awards funds to schools to create or strengthen a wellness council. Administered by the [Office of School Wellness Programs](#) (OSWP), the SWC grant program will bring on 80+ new schools this year while working with 70+ Continuation Grant schools with established wellness councils, to provide resources, tools, technical assistance, mentoring and networking events to support wellness councils and school wellness efforts. All New York City district public schools are encouraged to apply; new schools may apply for the \$2,500 SWC Implementation Grant while Continuation Grant schools may apply for \$1,000 awards. [Click here](#) to apply for the SWC Implementation Grant, **deadline extended: October 16, 2015**.

### What is a School Wellness Council?

Composed of members from across a school community, School Wellness Councils (SWCs) are charged with developing practical and innovative ways to address specific school-based wellness needs. With physical and health education as cornerstones of school-based wellness, SWCs can address physical activity, food and nutrition, staff and community wellness, school environment, or other areas that can influence student health and well-being.

### How can School Wellness Councils make a difference?

SWCs develop practical and innovative ways to address various components of wellness for students and the school community, e.g., PE, health education, physical activity, school food, school environment and community wellness. A wellness council functions best when there is representation from across the school community, including: students, teachers, school nurses, administrators, school food staff, custodians, parents/guardians, mental health providers, PTA members, and CBOs.

### What is the School Wellness Council Implementation Grant?

The SWC Implementation Grant provides schools with \$2,500 to develop innovative ways to address various components of wellness for their school community through strengthening and creating SWCs.

### If my school has had a School Wellness Council for several years but we were not funded under the SWC grant program, am I eligible to apply?

Yes. If your school has not participated in the SWC grant program in the past, you are eligible to apply for the SWC Implementation Grant and receive the support and technical assistance given to schools funded through OSWP. Schools that have previously been awarded a SWC Grant ([click here for a list recipients](#)) are eligible to apply for the 2015-2016 SWC Continuation Grant.



## How will the Office of School Wellness Programs support grantees?

OSWP, through the School Wellness Works (SWW) team, will provide grantee schools support to:

- Form or maintain a SWC and engage key stakeholders within the school community,
- Develop the policies, structures, and practices to develop, implement, and evaluate wellness programs through technical assistance and professional development opportunities,
- Utilize the School Wellness Works Portal to manage grant efforts and search wellness resources from a comprehensive database,
- Connect with community partners and a network of schools to provide additional guidance and resources,
- Promote eligibility for the School Wellness Works Awards program for exemplary wellness council schools.

## Are School Wellness Council Grants one-size-fits-all?

No. SWCs are most effective when they reflect the interests and needs of an individual school community. The SWC grant program encourages schools to define and tackle programs that address their unique challenges and resources. It is an opportunity to jumpstart home-grown ideas that can take root and become embedded in a school's culture. There are no right or wrong ideas.

## What kind of activities can be supported by the grant program?

SWC projects aim to improve PE and health education programming, nutrition, physical activity, staff wellness, and other related areas are open to the imagination of your school staff. For example:

- A PE teacher becomes certified in yoga instruction to strengthen the school's PE program.
- A teacher who runs every day forms a running club open to students, staff, and parents.
- The science and health teachers coordinate with the cafeteria manager to incorporate scientific and nutritional information about the seasonal foods being served in the cafeteria.
- Students and parents commit to raising funds using non-food fundraisers.
- A parent rallies everyone to build a school garden and then start a cooking class using those foods.
- The entire school decides to adopt physical activity breaks as a part of its daily schedule to contribute to the 60 minutes of moderate to vigorous exercise children need daily.

Schools that receive SWC Implementation grants will identify several areas of need in their school and then propose projects that directly address these needs.

## What will my school need to do if we receive a grant?

- Review and become familiar with the [2010 Wellness Policies](#).
- Recruit and convene a SWC with representatives from across the school community and hold at least *one meeting per month* during the school year.
- Designate two SWC Champions to lead the school wellness council and successfully fulfill their assigned responsibilities.
- Participate in the SWC Grant Orientation training October 27, 2015, a School Wellness Works Portal Training in November and the School Wellness Works Celebration event on June 9, 2016.
- Complete and submit the School Wellness Scorecard, action plan, and budget through the School Wellness Works Portal.
- Ensure that your principal supports this grant and plans for the SWC to fully participate in order to access centrally managed grant funding.



## SWC Implementation Grant Application Preview

### How do I apply for the School Wellness Council Implementation Grant?

To apply for the 2015-2016 SWC Implementation Grant, schools must complete the application process [online](#). Please review the steps below before beginning the online process. Only one application per school will be accepted.

**The extended application deadline is October 16, 2015.**

1. Review the [2010 Wellness Policies](#) to ensure your wellness initiatives are aligned with and enhanced by this foundational document.
2. Review the SWC Implementation Grant application preview below and prepare answers in a separate document in advance.
3. Review the [Scoring Rubric](#) to see how SWC Implementation Grant applications are scored.
4. Complete the [online application](#) for the 2015-2016 SWC Implementation Grant.

### Part I: School Information

Provide your school's Name, District, Borough, and Number (DBN), Principal's name and DOE email address, grade levels and student enrollment. If you serve multiple schools/sites, include all grade levels and estimate total enrollment.

### Part II: Your School Wellness Council Champions

In order to be eligible for the SWC Grant Implementation Grant, *two* members of your SWC must be chosen as "Champions." SWC Champions are the two wellness council members in each school who spearhead and lead the SWC. At least one "Champion" must be a member of the school's full-time staff and must have a functioning DOE email address: (JSmith@schools.nyc.gov).

Provide Champions Info: Name, Email, Phone Number, and School Role.

Champions: Briefly describe any leadership roles you are involved in at your school. Why do you want to recruit/co-lead your SWC?

### Part III: School Wellness Council Grant Proposal

Please answer the following questions as thoroughly as possible. The responses to these questions will be evaluated based on this [Scoring Rubric](#). For each essay, your answer may be up to 500 words. Please note that if your school is awarded the grant, your proposal may change in order to meet the needs identified by your School Wellness Council.

Describe at least two wellness challenges your particular student population or school community is currently facing. Be as detailed as possible and provide the relevant background information, supporting school and community data, and existing practices/processes which would strengthen student wellness with this grant funding. (500 word max)

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Provide an overall vision of what your School Wellness Council plans to achieve this year. Include how you plan to use the grant funds to meet the wellness-related needs of your school community. (500 word max)

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How will you ensure that your School Wellness Council's efforts become an integral and sustainable part of the school culture? Include your plans for who will be a part of the School Wellness Council and how you will recruit and support the work of the team and its efforts. (500 word max)

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## Part IV: SWC Implementation Grant Agreements and Accountability

Read each statement and indicate your acceptance of each grant requirement below.

- I have read the [2010 Wellness Policies](#).
- My school agrees to recruit and convene a SWC with representatives from across the school community and hold at least one meeting per month during the school year.
- My SWC agrees to have two designated SWC Champions to lead the SWC and successfully fulfill their assigned responsibilities.
- My SWC agrees to actively participate in the following events:
  - SWC Grant Orientation training on October 27, 2015
  - School Wellness Portal training in November
  - School Wellness Works Celebration event on June 9, 2016
- My SWC agrees to complete and submit a school wellness Scorecard, an action plan, and a budget through the School Wellness Works Portal.
- My principal supports this application and plans for the SWC to fully participate in order to access centrally managed grant funding.

**Technical Assistance Hours:** By phone on Mondays (3:30 p.m. – 5:30 p.m.) and Wednesdays (7:30 a.m.– 9:30 a.m.)  
Please schedule an appointment if these time slots do not work.

### **School Wellness Works Team:**

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