

HEALTHY SCHOOLS INITIATIVE GRANTS PROGRAM 2020-21

Grants Information

INTRODUCTION

Sequoia Healthcare District's Healthy Schools Initiative supports school wellness within the paradigm of the Whole School, Whole Community, Whole Child (WSCC) Model and provides major financial support to pre-K through grade 12 public schools located within our geographic boundaries to address key health areas related to school wellness. These health areas include:

- Physical Education & Physical Activity
- Nutrition environment & services
- Health Services
- Counseling, Psychological & Social Services
- Social & Emotional Climate
- Physical Environment
- Employee Wellness
- Family Engagement
- Community Involvement
- Health Education

Among these health areas, we have identified the following as high priority health issues:

- **Counseling, Psychological & Social services**
- **Physical education & Physical activity**
- **Family engagement and community involvement**

Sequoia Healthcare District's Healthy School's Initiative Grants Program seeks qualified agencies to provide school-based health services during the school day to help achieve the above outcomes. Please note that we may approve grants outside one of these the priority areas, if your program will address the other key areas of concern listed above.

TO APPLY FOR FUNDING

If you have a program you feel can impact the desired goals and objectives of the Healthy Schools Initiative, we welcome you to complete a **Letter of Intent** which will be made available on our website at www.seqhd.org Friday, January 17th. You must submit your application online by **5 pm, February 14, 2020**. Late applications will not be accepted; no exceptions. You will be notified by email if you make it to the next round. If so, you will be invited to complete an application online which will be due **5 pm, March 27, 2020**.

Contact: Karen Li, Director of School Health, kli@seqhd.org

Office: 650 421-2155 x 204

FREQUENTLY ASKED QUESTIONS

1. **Who is eligible to apply for a grant?** Any 501-c3 organization, government agency, individual school or school district that provide school-based health programs or services at schools located inside our geographic boundaries.
2. **What are the boundaries of the Sequoia Healthcare District?** We cover most of central and southern San Mateo County, specifically the municipalities of Atherton, Belmont, the southern third of Foster City, Menlo Park, Portola Valley, Redwood City, Redwood Shores, San Carlos and Woodside, along with the unincorporated area around North Fair Oaks.
3. **Which major school districts are located within SHD boundaries?** The school districts are: Belmont-Redwood Shores, San Carlos, Redwood City, Woodside Elementary, Portola Valley, Menlo Park City, Las Lomitas, and Sequoia Union.
4. **Can the District fund an organization that is located outside the district boundaries?** Yes, if services are provided at schools within our boundaries or if our residents (students, families) travel to schools outside our borders to access those services.
5. **What is the maximum size grant?** This year, the maximum grant is \$50,000. The minimum amount one can request is \$1,500 (We do have a mini-grants program application for less than \$1,500). In past years most requests ranged between \$10,000 and \$50,000.
6. **May an organization apply for more than one grant and receive more than one grant?** An organization may apply for up to 3 grants, but may only be funded for two. Each application must be for a separate program. Maximum of \$50,000 per grant.
7. **May we apply for funding through both the Healthy Schools grants program and the Caring Community grants program during the same giving cycle?** Yes, if you are providing a school-based program or service and also a non-school based program or service.
8. **May we partner with other organizations to submit a joint application?** We welcome collaborative applications, especially if the proposed collaboration will maximize benefits and reduce costs.
9. **Are all grants annual or can we ask for a multi-year funding?** All grants are annual. You may reapply for the same grant on an annual basis, but you must reapply annually. There is no maximum number of years that we will fund a program.
10. **Are there programs or projects the grant will not support?** The Healthy Schools Initiative will not provide a grant for program services that take place outside of a school setting as we have a separate grants program for non-school based services. We will also not fund capital equipment, building construction, or vehicles. **The District also will not fund any program that discriminates** against any resident due to race, religion, age, gender, sexual preference or any other similar status.
11. **When will we be notified if we are to receive a grant and for how much?** Final decisions will be made no later than mid-May. The decision will either be a recommendation for full funding, partial funding or no funding. The recommendation goes to the District Board for final approval at the June 6 public Board meeting, which you are welcome to attend. Our regular Board meetings are open to the public.
12. **When will we receive our check?** Funds will be available the first week of July. At that time, you will receive fifty percent of the total, and the second payment will be made to you after you successfully complete a mid-year progress report, due in January.
13. **How much of our grant can be used for general administration or overhead expenses?** The District restricts these expenses to no more than 15 percent of your grant.



HSI Grants Program 2020-21 Timeline

January 2020	Information sessions held on January 16th at 3:30pm where we will provide an overview of our HSI grants program and explain how to apply.
February 2020	LETTER OF INTENT DUE February 14, 2020 by 5pm A Review Committee meets in late February to review LOI's and determine who will be asked to submit a full proposal.
March 2020	FULL APPLICATION DUE March 27, 2020 by 5pm
April 2020	The Review Committee will meet again in mid-April to discuss full applications. Following review of the completed applications, the Committee will make its recommendations for funding to the District Board of Directors in June 2020.
June 2020	<p>Board to vote on grants recommendations- Following review of the completed applications in April, the Grants Committee will present its recommendations to the SHD Board for approval at the June Board meeting. These meetings are open to the public and grant applications are welcome to attend. The District Board may chose to offer full funding, partial funding or no funding. Applicants offered partial funding will be provided time to revise their proposals to match the reduction in funding. We will notify grantees of their approval and grant amount. We will mail Grant Agreement to agencies and a Scope of Change Form where necessary.</p> <p>A special training for newly funded applicants on program evaluation and reporting will be required (date TBD)</p> <p>First half of checks will be mailed out the first week of July.</p>
Jan. 2021	MID-YEAR REPORTS DUE January 19, 2021 by 5pm We will send second half of grant funding upon successful completion and acceptance of mid-term report and possible site visit
June 2021	FINAL REPORTS DUE June 25, 2021 by 5pm