



Colorado Parents for Healthy Kids Wellness Kit Program - Application Instructions

Action for Healthy Kids (AFHK) and Colorado PTA are pleased to release our *Parents for Healthy Kids* Wellness Kit Program opportunities for the 2019-2020 school year. School parent groups in the program will receive wellness project kits valued at up to \$1,000 each to support their efforts to provide nutritious food, nutrition education and comprehensive physical activity for their students. Awarded groups will also receive expertise, training opportunities and resources to help them implement a successful project that engages families and community members and leads to sustainable change. Some program resources are available in Spanish. Applicants are encouraged to contact Program Coordinator Denise Marques prior to submitting an application to discuss program goals and requirements: dmarques@actionforhealthykids.org.

Program Goals

- Activate parent groups to make transformative improvements to their school food and physical activity environments to improve student health and increase academic success
- Engage parents, families and community members in school wellness and healthy lifestyles initiatives
- Build partnerships between school health teams and parent groups to lead sustainable efforts to help students be healthy, active and ready to learn

Eligible Parent Groups

- PTA/PTSAs – parent-teacher associations affiliated with National PTA and the Colorado PTA
- Other independent school parent organizations or parent groups associated with a school
- School health/wellness teams led by parent champions or working in partnership with a school parent group
- School health/wellness teams working to engage parents and families in health and wellness

Eligible Schools

AFHK and Colorado PTA partner with different funders and sponsors to offer the Wellness Kit Program at no cost to schools in Colorado. School eligibility for the no-cost program is determined by the needs and objectives of our current funding partners.

Selected schools must have a free and reduced-price school meal eligibility rate of 50% or higher AND/OR be in a county designated as rural or frontier.

Find your school's free and reduced rate at: <https://www.cde.state.co.us/cdereval/2018-19k-12freeandreducedluncheligibilitybyschool>

Find your county designation at: <http://coruralhealth.wpengine.netdna-cdn.com/wp-content/uploads/2016/03/2016.CountyDesignations.pdf>

Parent groups must have the support of their school administration and have a school staff advisor on their team to participate in the program and ensure all grant requirements are met. It is also recommended that they seek support from their district wellness leaders. Schools will be selected based on need, strength of project design, level of parent participation, family and community engagement, community support, sustainability plan and regional and demographic diversity.

Priority will be given to PTA schools; however, all school parent groups are encouraged to apply. Schools that have already received a wellness kit through the program are not eligible at this time.

Wellness Project Kits

The wellness project kits, described below, are designed to provide schools with all the equipment and resources they need to implement a nutrition or physical activity project. Project ideas and resources from AFHK's Game On program are provided with each kit. Awarded schools will select one wellness project kit. All kits are available for elementary and secondary schools.

See detailed information about each kit: <http://www.actionforhealthykids.org/CO-Wellness-Kits>
Learn about Game On: <http://www.actionforhealthykids.org/Game-On>

Taste Test & Nutrition Promotion Kit – Includes everything you need to host a taste test for 500 students including a professional grade smoothie blender, recipes, serving cups, and kitchenware and utensils along with posters, games and activities to promote healthy eating.

Healthy Cooking Kit – Includes a professional grade blender, induction burner and other cooking equipment to prepare healthy recipes with students in connection with a school garden program, healthy cooking club, nutrition education initiative or family cooking events.

Active Recess Cart – Includes a rolling cart filled with play equipment such as balls, hula hoops and jump ropes to be used to increase physical activity during indoor or outdoor recess, before or after-school activity programs or as an option for healthy classroom celebrations and rewards.

Healthy Games, Celebrations & Rewards Kit – Includes a Bluetooth music speaker and a variety of active games and rewards that can be used as healthy alternatives to traditional classroom parties and food rewards. Elementary kits also include a rewards treasure box.

Classroom Physical Activity Kit – Includes four bins for multiple classrooms, each with a variety of equipment such as fitness dice, yoga and FitDeck cards and a timer to create frequent 5-10-minute movement breaks in the classroom or to get kids moving during indoor recess.

Program Requirements

1. Schools are required to build a team of at least 5 individuals to help implement their project, including:
 - A designated **School Staff Advisor** to serve as project liaison between school administration and AFHK-Colorado PTA. The School Staff Advisor must agree to support the project, participate on the project team and be responsible for ensuring all grant requirements are met.
 - A designated **Parent Contact** to serve as project liaison between parent group/project team and AFHK-Colorado PTA. Parent contact may be a parent/family member of a student at the school (**preferred**) or a parent engagement staff specialist/community partner who agrees to help the project team engage parents in the school wellness activities.
 - Other team members could include: administrators, school staff, additional parents, students, foodservice, PE teachers, PTA/PTO representatives, district level school health advisory council members, health and fitness experts, medical professionals or other community members

Teams are required to meet quarterly (or more frequently). **Participating PTA/PTSA schools are also required to designate a Health, Wellness, and Safety Liaison.**

2. Schools are required to complete Smart Source, a school health inventory administered by the CO School of Public Health on behalf of the CO Department of Public Health and Environment. The survey is designed

to help Colorado schools assess their policies and programs that support healthy behaviors. Awarded schools will complete and submit Smart Source in September-October 2019 and forward their official Smart Source Report to AFHK. Learn more about Smart Source:

<https://healthyschoolshub.org/resources/colorado-health-schools-smart-source/>

3. Schools must implement a school nutrition and/or physical activity project using the selected kit, best practices and policy initiatives. Schools will be required to collect specific data related to their project at the beginning and end of the program and set specific project goals with the AFHK program coordinator.
4. Project leaders (including School Staff Advisor and Parent Contact) are required to participate in three meetings (via phone or in-person) with AFHK program coordinator during the course of the program:
 - Project kick-off to review assessment results, kit selection, program requirements and project implementation plan before kit is ordered
 - Project coaching during project implementation
 - Final interview to track program successes and challenges

Note: Additional project coaching in English or Spanish may be available for some schools – please inquire if interested.

5. Schools must join the celebration during *Every Kid Healthy Week* by hosting a family-friendly health-promoting event in April of their project year. Learn more about Every Kid Healthy™ Week: <http://everykidhealthyweek.org/>
6. Participating parents are required to complete a parent survey at the beginning and end of the program.
7. All project team members are required to complete Colorado AFHK's annual program survey in the spring of their program year.
8. Schools are required to sign the program Terms and Conditions when they are awarded and complete a final project report. Note: Schools must agree to see the program through to completion even if the designated Parent Contact withdraws from the project.

Steps to Apply

1. All applicants are encouraged to contact Program Coordinator Denise Marques prior to submitting an application to discuss program goals and requirements: dmarques@actionforhealthykids.org.
2. Schools/parent groups should complete an initial draft application with their team to organize the proposal in a thoughtful manner, check spelling and ensure accurate character count. Download the application questions at: <http://www.actionforhealthykids.org/CO-Wellness-Kit-Program>. Once completed, use the online link below to submit your official application by copying and pasting your responses into the survey. **Application fields have character count limits (not word count). All characters, including spaces and punctuation, are part of the overall character count.**
3. **Applications must be submitted online** at <https://www.surveymonkey.com/r/wellness-kit-application-APRIL-2019>. Please note that no hard copies, emails or faxed applications will be accepted. You must enter all of your responses and submit the survey at one time. If you do not complete the survey in one sitting, you'll need to start over at a later time.
4. See the Wellness Kit Program webpage for current deadlines and timeline: <http://www.actionforhealthykids.org/CO-Wellness-Kit-Program>.