



DC PHYSICAL ACTIVITY FOR YOUTH GRANT

NARRATIVE FORM

This form must be completed and submitted to Katie Lantuh at kathryn.lantuh@dc.gov before **5 PM EST on April 4, 2014**. This form must be in PDF format and attached to an email with the subject line "DCPAY2014_schoolname_app". Note that the Documents Form is the other required form and can be found on the [DC Physical Activity for Youth Grant](#) webpage.

Section 1: Applicant Profile

School Name:

School Address:

School Representative Name:

School Representative Title:

School Representative Phone Number:

School Representative Email:

Previous DC PAY Grantee: Yes No

Fiscal Sponsor Organization Name:

Fiscal Sponsor Address:

Fiscal Sponsor Contact Person Name:

Fiscal Sponsor Contact Person Title:

Fiscal Sponsor Contact Person Phone Number:

Fiscal Sponsor Contact Person Email:

Total Funds Requested:

Project Name:

Project Summary:





Section 2: Criteria

Project Vision and Implementation Plan

Scoring Weight: 30%

1. Please describe the current state of physical activity in the school. Include programs offered before, during and after school and the number and population each program reaches. (3,000 character limit)

2. Please describe the vision of the proposed physical activity program. (3,000 character limit)





3. Please describe the implementation plan for the program including a timeline. (3,000 character limit)

4. Please describe potential challenges and describe how the challenges will be overcome. (2,000 character limit)





5. Please describe the benefits of the physical activity program for the school and students. (3,000 character limit)

6. If a previous DC PAY Grantee, please describe how the proposed program is different from or builds upon the previously funded program. (3,000 character limit)





Curriculum Integration Plan

Scoring Weight: 25%

1. Please explain how the physical activity program will be integrated into the existing curriculum. (3,000 character limit)

2. Please describe the role of the Physical Activity Coordinator (PAC) and explain the support the PAC will receive to carry out the activities of the grant. (2,000 character limit)





Student and Community Involvement Plan

Scoring Weight: 25%

1. Please provide specific examples of how students will be involved with the grant activities. (2,000 character limit)

2. Please describe the School Wellness Committee and provide specific examples of how committee members will be involved with the grant. (2,000 character limit)





3. Please list partner community organizations, community members, or businesses that will be involved with the proposed project. (2,000 character limit)

Cost Effectiveness of Budget

Scoring Weight: 15%

1. Please describe how the proposed costs were determined. (1,000 character limit)

2. Please describe the measures taken to ensure that the project is cost-effective. (1,000 character limit)





3. If applicable, please list other funding sources for the program. (1,000 character limit)

4. Please outline your budget using the categories below.

Personnel

Fringe Benefits

Transportation

Consultants/Providers

Supplies

Equipment

Training

Indirect Costs (limited to 10%)

Cost-Sharing

TOTAL





5. Please provide a Budget Justification Narrative describing the costs outlined in your budget. (3,000 character limit)

