



Fiscal Year 2024 (FY24) Healthy Schools Grant

Pre-Application Webinar

Nov. 9, 2023 | Rachel Sadlon

[FY24 Healthy Schools Grant Webpage](#)

Welcome and Introductions

Please share your name and organization in the chat.



Housekeeping

- This meeting is being recorded and will be posted on the [FY24 Healthy Schools Grant Webpage](#) by Nov. 16.
- Multiple ways to submit questions:
 - Chat
 - Q&A
 - Email Rachel.Sadlon@dc.gov by Nov. 29 at 3 p.m. with the subject line: *RFA Question: HSG*. Answers to submitted questions will be posted on the [FY24 Healthy Schools Grant Webpage](#) by Dec. 6.

Agenda

- Application Timeline
- Grant Overview
- Program Requirements
- Application and Grant Award Information
- Q & A



Application Timeline

Application Timeline

Action	Date/Timeline
Notice of Funding Availability (NOFA) Released	Oct. 6, 2023 Link to NOFA
Request for Applications (RFA) Released and Application Available in Enterprise Grants Management System (EGMS)	Nov. 3, 2023 Link to RFA
Pre-Application Question Period	Nov. 29, 2023 by 3 p.m. Submit questions to Rachel.Sadlon@dc.gov , subject line: RFA Question: HSG
Application Due in EGMS	Dec. 19, 2023 by 3 p.m. EST Recommend submitting early. This deadline remains in effect unless a systemic EGMS technical challenge affects all users.
Anticipated Award Start Date	Feb. 1, 2024



Grant Overview

Purpose

- To increase the capacity of public and public charter schools in the District of Columbia to support the implementation of healthy schools programming:
 - Health education
 - Physical education (PE)
 - Physical activity
 - Nutrition education
 - Environmental education
 - Garden-based education
 - Farm to school programs

Purpose Continued

The Healthy Schools Grant (HSG) Program will:

- Position community-based organizations (CBOs) to provide capacity-building services and supports to schools in order to adopt and strategically implement healthy schools programs;
- Increase coordination of policies, processes and practices to effectively plan, implement and sustain healthy schools programs; and
- Support the Office of the State Superintendent of Education (OSSE) in gathering best practices and lessons learned for the development and dissemination of resources for all DC public and public charter schools.

Whole School, Whole Community, Whole Child (WSCC) model

- The HSG Program supports high-quality healthy schools program implementation with a focus on coordinating policy, process and practice.
- This is aligned with the Centers for Disease Control and Prevention's (CDC's) Whole School, Whole Community, Whole Child (WSCC) model
 - Emphasis on the "Coordination Ring"



Grant Period

- This initial award period is the date of the award to Sept. 30, 2024.
- OSSE plans to make awards beginning Feb. 1.
- The total award period covers two fiscal years:
 - Phase 1 spans from the date of the award through Sept. 30, 2024
 - Phase 2 spans from Oct. 1, 2024, through Sept. 30, 2025
- Funding after the initial award period is contingent upon funding availability and the grantee's satisfactory implementation of the proposed program. Applicants must apply for continuation awards for second-year funding.

Funds Available

- Funds are being made available solely through the Healthy Schools Act (HSA) of 2010 (DC Law 18-209), as amended (codified at DC Official Code § 38-821.01 et seq.).
- The total amount of available funds for this grant period is \$500,000.
- Each awarded organization is expected to receive anywhere from \$50,000 to \$125,000 for the grant period.
- OSSE anticipates awarding between three and eight awards from this RFA, per funding availability.

Eligibility

- OSSE will accept applications from CBOs
- Applicants must demonstrate expertise and success working with DC public and public charter schools in one or more of these following areas: physical activity, PE, health education, nutrition education, environmental education, garden-based education and farm to school programs.
- CBO eligibility, expertise and success working with schools will be evaluated in the review process.



Program Requirements

General Requirements

- CBOs will partner with a minimum of five DC public and public charter schools.
- CBOs must include in their application a minimum of five letters of commitment from the schools that the CBO plans to use as partners. (See RFA Attachment A)
- Applicants who choose to work with more than five schools should submit:
 - A plan that reflects how they will manage the number of proposed schools;
 - Their organizational capacity for managing the proposed schools; and
 - A budget commensurate with project scope.

General Requirements (At Each School)

- Conduct needs assessments, to include facilitating focus groups with school leaders, educators and key program staff. Focus groups should identify implementation and evaluation barriers and opportunities.
- Use needs assessment findings to develop program area specific strategies for increasing the school's capacity to support the implementation of healthy schools programming.
- Develop a Healthy Schools Implementation Plan including key program and policy/process/practice strategies. Actively partner with the school to ensure this plan is integrated within an existing school plan or framework.
- Pilot strategies, which may include:
 - Capacity-building supports provided to schools and staff (e.g., training, technical assistance, consultation)
 - Participation in school team planning, data review, monitoring, and evaluation
 - Direct provision of student-facing services (in partnership with school staff)

General Requirements (At Each School) Continued

- Monitor and evaluate the outputs and outcomes described in the logic model.
 - At least one outcome must evaluate changes in each school's capacity to coordinate policy, process and practice in the delivery of school health programs and services.
- Develop a sustainability plan to support the school in continuing and enhancing, if appropriate, the programming after the grant ends.
- Submit regular reports for OSSE.
- Attend quarterly grantee meetings.

General Requirements – Program Options

Option 1 programs

- Health Education
- PE
- Physical Activity
- Nutrition Education

Option 2 programs

- Environmental Education
- Garden-Based Education
- Farm to School Programs

Health Education, PE, Physical Activity and Nutrition Education

- The HSG can support schools in their capacity to implement high-quality health education, PE, physical activity and nutrition education programming that aligns with the WSCC model and reflects the knowledge and skills students need to be lifelong proponents of a physically active and healthy lifestyle.
- OSSE promotes clear, comprehensive and age-appropriate health education and PE through the development and implementation of standards and best practices essential to the health and well-being of every student, from pre-K through high school.
 - [2016 Health Education Standards](#)
 - [2017 PE Standards](#)
- CBOs will develop a Healthy Schools Implementation Plan for each school to include:
 - Foundational strategies to deliver high-quality, comprehensive health education and PE;
 - Addressing challenges with space, scheduling and staff capacity;
 - Strategies to support students with disabilities in accessing high-quality health and physical education; and
 - Efforts to incorporate opportunities for adult (staff) physical activity and education into the programming.

Environmental Education, Garden-Based Education and Farm to School Programs

- OSSE's environmental literacy program is guided by the DC Environmental Literacy Plan.
- OSSE's environmental literacy program provides schools and teachers with resources to engage students in experiences that support implementation of the learning standards (e.g., Next Generation Science Standards and new social studies standards); integrating real world, local contexts for learning into curricula; and encourage student engagement in the outdoors (e.g., place-based education).
- The OSSE school gardens program envisions a future in which all District youth are engaged in high-quality garden-based learning in schools. This program provides technical assistance and training to schools and partner organizations to increase the number of students engaged in high-quality school garden programs.
- CBOs will develop a Healthy Schools Implementation Plan for each school to include:
 - Foundational strategies to deliver high-quality environmental education, garden-based education and farm to school programs;
 - Efforts to incorporate opportunities for adults (staff) to learn how to accessibly incorporate nature activities into their lives outside of work as a method to promote stress reduction; and
 - Strategies to increase the number of students that engage in high quality environmental education, garden-based education and farm to school programs.

Use of Funds

- Funds must be used to complete deliverables as described in the program requirements of this RFA.
- Funds may be used for:
 - Stipends to cover replacement staff time and to supplement time covered outside of normal working hours
 - Materials and supplies
 - Professional services
 - No more than 10 percent of the project can be used for purchasing food
 - Exceptions: Food used for demonstration/educational purposes, snacks at grant-related trainings or meetings, food purchases with prior authorization from OSSE
 - All food purchased with grant funds must meet nutrition standards



Application

Program Proposal Requirements

- Refer to section character limits in EGMS
- Abstract
- Logic model, using the template available on the [FY24 Healthy Schools Grant Webpage](#)
- Program plan
 - School recruitment and needs assessment
 - Diversity, equity and inclusion (DEI)
 - Implementation plan
 - Sustainability plan
 - Evaluation and data collection plan
 - Collaboration with partners and stakeholders
 - Summary of qualifications
 - Budget

EGMS



Enterprise Grants Management System

- Registration is a one-time event
- All guides: egmsfe.osse.dc.gov/info/training
- Vendor and user credential guide: grants.osse.dc.gov/info/credentials
- Questions? Contact the OSSE Help Desk at (202) 719-6500

Application Submission

- Applications are due no later than **3 p.m. on Tuesday, Dec. 19, 2023**, and will be recorded upon receipt through the system.
- Must be submitted through the Enterprise Grants Management System (EGMS) at grants.osse.dc.gov/.
- Emailed or faxed applications will not be accepted.
- Late submissions will not be accepted, and extensions will not be granted.
- Upon submission, an applicant may not revise the application.
- **EGMS training guides and videos can be accessed at:**
grants.osse.dc.gov/info/training
- **For technical issues, e.g., error messages, logging on, etc., email**
OSSE.CallCenter@dc.gov or call (202) 719-6500


Application Checklist


Applicants must complete the following tasks to successfully submit an application:

- Obtain EGMS login credentials, which can take up to three days to process. Credentials include:
 - Access to a Unique Entity Identifier (UEI) number;
 - A System for Award Management (SAM) expiration date; and
 - Central data information.
- All required components of the application are completed, including the five (5) letters of commitment from partner schools.
- The completed application must be submitted, including all narrative responses and uploaded documents, by or before the deadline. Once submitted, an applicant may not amend the application.

Application Review Procedure

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- Applications screened by OSSE Staff.

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- Applications that meet all eligibility and application requirements are evaluated, scored and rated by an external review panel.

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- OSSE reviews the recommendations of the review panel and any other information considered relevant.

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- OSSE decides which applicant(s) to fund as well as the funding amount.

Application Scoring

Criteria	Total Points
Abstract	4
Logic Model	16
School Recruitment and Needs Assessment	6
Diversity, Equity and Inclusion (DEI)	8
Implementation Plan	22
Program Sustainability Plan	8
Evaluation Plan	12
Collaboration with Partners and Stakeholders	4
Summary of Qualifications	16
Budget	4

Grant Awards

- OSSE anticipates to issue the award on Feb. 1, 2024.
- Awarded applicants will receive a Grant Award Notification (GAN) that will include the award amount, award agreement, terms and conditions of the award, and any supplemental information required.



Q&A

Contact Information

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