



Sample Maintenance Grant Application – 2018 – 2019

Introduction:

Thank you for your interest in the UCLA Health Sound Body Sound Mind (SBSM) Maintenance Grant. Applications are due by **10 p.m. Friday, October 5th, 2018**. In order to be considered for funding, the following criteria must be met:

- Your school **MUST** have received a SBSM Fitness Center Grant **during or before the 2013 – 2014 school year**
- Your application **MUST** be completed through the online portal (handwritten or emailed applications will not be accepted)
- All sections of this application must be completed. Required answers left blank will prevent your application from being reviewed
- Your application must be submitted no later than 10 p.m. on **Friday, October 5th, 2018**
- **No late submissions will be accepted**

Please carefully review the grant information before submitting an application for a Maintenance Grant. The requested repairs on this application should be considered a wish list. We will provide as much funding as possible for as many schools as possible, but not all repairs may be completed. Please also note, there is no set amount of funding per school, funding is contingent upon a vendor assessment and availability of parts to complete repairs. Please see next page for important information regarding the grant timeline.

Please note: **your work on the online application portal will NOT be saved until you submit the completed application.** If you would like to practice with a draft before submission, please print and use this sample application.

For questions or more information, please contact:

Amanda Gittleman – Program Manager, UCLA Health Sound Body Sound Mind
Phone: (310) 500 – 4291
Email: agittleman@mednet.ucla.edu

2018 – 2019 UCLA Health SBSM Maintenance Grant Timeline

September 4, 2018: Applications will be accepted starting today. Applications will be reviewed on a rolling basis. Eligible schools that are selected based on their application will advance to a mandatory vendor assessment.

Please note – at least one PE teacher must be present during the assessment and sign an acknowledgement form agreeing that only repairs included on the vendor estimate will be funded. There will be no exceptions for repairs requested after the vendor assessment.

October 5, 2018: Deadline for all grant submissions

October 6 – December 15: Eligible schools that have been accepted to receive the grant will be notified. Vendor assessments and repairs will be completed.

Please note: repair timeline may vary

The earlier you submit your application, the sooner your repairs will be finished.

Application begins on the next page

Qualifying Question

Did your school receive a SBSM fitness center during or before the 2013 – 2014 school year?

If your school received its fitness center after the 2013 – 2014 school year or has never received a fitness center, you are ineligible to receive a maintenance grant. Please consider applying for one of our other grants!

Page 1 – School Information

School name:

School district:

School address:

City:

Zip code:

Phone:

Fax:

Year school received its SBSM Fitness Center:

Number of P.E. teachers:

Average P.E. class size:

Annual P.E. Department budget:

Page 2 – School Demographics

Total enrollment:

Percentage of students on free and reduced price meals:

Student body ethnic demographic information:

Page 3 – School Contact Information

Please provide accurate and thorough contact information. Missing information may prevent your application from moving forward.

Grant Coordinator – this person will serve as the main point of contact for all grant-related communications, a P.E. Department Chair is preferred. This person should be present for the vendor assessment.

First name:

Last name:

Title:

Work phone:

Mobile phone:

Primary email:

Alternate email:

Administrator – Preferably someone who is involved with the P.E. department and who is involved in the SBSM Fitness Center.

First name:

Last name:

Title:

Work phone:

Mobile phone:

Primary email:

Alternate email:

Principal

First name:

Last name:

Work phone:

Mobile phone:

Primary email:

Alternate email:

Teacher #1

First name:

Last name:

Work phone:

Mobile phone:

Primary email:

Alternate email:

Is this person the department chair?

Teacher #2

First name:

Last name:

Work phone:

Mobile phone:

Primary email:

Alternate email:

Is this person the department chair?

Teacher #3

First name:

Last name:

Work phone:

Mobile phone:

Primary email:

Alternate email:

Is this person the department chair?

Teacher #4

First name:

Last name:

Work phone:

Mobile phone:

Primary email:

Alternate email:

Is this person the department chair?

Page 4 – SBSM Fitness Center Information

1. Please describe how the SBSM fitness center and curriculum have been incorporated into your P.E. department. (500 word maximum)
2. Has any equipment that was provided by the SBSM Fitness Center Grant been removed from the fitness center?
3. Has any new equipment been added to your fitness center through other donations?
4. Please describe the current condition of your fitness center. Please provide as much detail as possible. (500 word maximum)
5. Which pieces are highest priority to be repaired?
6. Outside of P.E. how is the fitness center used on campus? (example: athletics, community use, after school programs) (500 word maximum)
7. How many hours per week is your fitness center used on average?

8. What, if any, maintenance or repair work has been done on your fitness center in the past? (500 word maximum)
9. How has your school's administration demonstrated a commitment and/or invested in your P.E. department? (500 word maximum)

DRAFT