



Sample Fitness Center Grant Application - 2018 - 2019

Introduction:

Thank you for your interest in the UCLA Health Sound Body Sound Mind (SBSM) Fitness Center 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 may **NOT** be a past recipient of a SBSM Fitness Center Grant
- 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 Fitness Center Grant. Our equipment requires a clean indoor space on campus and staff participation in data collection is mandatory. Our grant provides up to \$40,000 of professional grade cardio equipment for middle schools or up to \$50,000 of professional grade cardio and weight equipment for high schools. Equipment is selected from a vendor catalogue upon receipt of the grant. Please see the 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 Fitness Center Grant Timeline

October 5, 2018: Deadline for all grant submissions

October 8, 2018: Schools advancing to interview round will be notified

October 9, 2018: Interviews begin – be prepared to have 4 staff members (at least 2 PE teachers and at least 1 administrator) come to the SBSM office

October 19, 2018: Schools advancing to site visits will be notified

October 22, 2018: Site visits begin

November 5, 2018: Final selections will be made and recipient schools will be notified

December 14, 2018: Deadline for recipient schools to sign grants agreements with SBSM staff

January 15, 2019: Proposed new fitness center rooms must be cleared and cleaned

January 25, 2019: Deadline to submit pre-test data (FitnessGram and online survey)

January 26, 2019: MANDATORY training for ALL PE teachers

February – March, 2019: Ribbon cutting ceremonies

April 12, 2019: Deadline to submit post-test data (FitnessGram and online survey)

Please note: data collection dates and requirements may vary

Application begins on the next page

Qualifying Question

Has your school ever received a Sound Body Sound Mind Fitness Center?

If your school *has* received a SBSM Fitness Center, you are **ineligible** for this grant. Please consider applying for a Technology Grant or a Maintenance Grant! Please note, that only schools with fitness centers installed at least 5 years ago are eligible to apply for a Maintenance Grant.

Page 1 – Current Physical Education on Campus

Please read the following questions carefully and provide thoughtful answers. This section of the grant is weighted heavily and may determine your consideration to advance to the interview stage.

School name:

1. Please describe your current physical education program in terms of curriculum, instruction, assessment, and learning environment. (500 word maximum)
2. Does your campus currently have a fitness center or fitness equipment? Please describe.
3. Please describe the room where the SBSM Fitness Center would be located. Include square footage, location on campus, type of flooring, accessibility to grass or black top areas, and any other characteristics you deem necessary. (500 word maximum)
4. Please describe your school's plan for incorporating the fitness center into your P.E. program. For example, how many hours per week will the fitness center be used? (500 word maximum)
5. Please list your P.E. staff's participation in professional development in the last school year. What are your plans for professional development this year? (500 word maximum)
6. Please describe your administration's commitment to P.E. For example has the administration shown that P.E. is an important class subject by reducing class sizes, encouraging physical activity on campus, or providing extra resources? (500 word maximum)

Page 2 - Documents to Upload

1. A completed site survey – [Download Site Survey Here](#)
2. Blueprint or a neat, hand-drawn diagram of the proposed SBSM Fitness Center room that includes:
 - a. Location of entrances and exits
 - b. Door sizes and opening directions (inwards vs. outwards)
 - c. Location/size of any storage closets or adjoining wall spaces with dimensions
 - d. Total square footage
 - e. Window locations
 - f. Whether or not the room has air conditioning

Please also be prepared to present your school's blanket photo release form if your school is selected to receive a Fitness Center Grant.

Page 3 - School Contact Information

School district:

School address:

Address line 2:

City:

State:

Zip code:

Website:

Phone:

School year start:

School year end:

Page 4 – Staff 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

First name:

Last name:

Title:

Years at current school:

Work phone:

Mobile phone:

Fax:

Primary email:

Alternate email:

Administrator – Preferably someone who is involved with the P.E. department and will be involved in the SBSM Fitness Center. An administrator and your plant manager will be required to help with necessary room updates.

First name:

Last name:

Title:

Years at current school:

Work phone:

Mobile phone:

Primary email:

Alternate email:

Principal

First name:

Last name:

Years at current school:

Work phone:

Mobile phone:

Primary email:

Alternate email:

Teacher #1

First name:

Last name:

Years at current school:

Work phone:

Mobile phone:

Primary email:

Alternate email:

Is this person the department chair?

Teacher #2

First name:

Last name:

Years at current school:

Work phone:

Mobile phone:

Primary email:

Alternate email:

Is this person the department chair?

Teacher #3

First name:

Last name:

Years at current school:

Work phone:

Mobile phone:

Primary email:

Alternate email:

Is this person the department chair?

Teacher #4

First name:

Last name:

Years at current school:

Work phone:

Mobile phone:

Primary email:

Alternate email:

Is this person the department chair?

Page 5 – School Information

Number of students enrolled:

Percentage of students who receive free or reduced price lunch:

Student ethnic demographic information

Number of P.E. teachers:

Average P.E. class size:

Average P.E. budget:

Page 6 – Additional Information

1. Does your school have an after school program that would use the fitness center:

If yes, please answer the following questions.

Name of program:

Program description:

Onsite coordinator name:

Years at current school:

Phone Number:

Email:

2. Does your school have a parent center?

If yes, please answer the following questions.

Parent center contact name:

Phone number:

Email:

Please describe any current fitness, exercise, or nutrition classes currently offered through the parent center:

Page 7 – Referral Process

Please take a moment to describe how you found out about our program. Please note that a referral will not increase or decrease your chances of receiving a SBSM Fitness Center Grant.

Was our program referred to you by someone at a school that has received a SBSM Fitness Center in the past?

If yes, please answer the questions below.

Which school did your referral come from?

If you were not referred, how did you find out about our program?

DRAFT