

# Upgrade School Application

## Eligibility Quiz

For all questions below, "organization" refers to the organization applying as a single applicant or as a fiscal agent of a collaboration.

**Q1 \*Is your organization, a nonprofit, church, school or university?**

Response – Yes/No

**Q2 \*Is your organization a unit of local government other than a public-school corporation or university?**

E.g., a department or division of municipal city, county or townships government or a public library system.

Response – Yes/No

**Q3 \*Is your organization located in one of the below counties and/or will this request provide services to at least one of these counties?**

Illinois: Gallatin, Wabash, Wayne, White, Saline

Indiana: Dubois, Gibson, Perry, Pike, Posey, Spencer, Vanderburgh or Warrick

Kentucky: Henderson

Response – Yes/No

**Q4 \*Please confirm that you have reviewed the Welborn Baptist Foundation's priority funding areas.**

The Upgrade initiative is part of the Healthy Eating & Active Living area. The funding areas are:

Early Learning

Healthy Eating & Active Living

Christ-Centered Living

Nonprofit Excellence

Please see our Paths to Impact on our website for more information.

Response – Yes/No

**Q5 \*Do you expect the outcomes of your request to fall within or significantly support at least one or some combination of the Foundation's priority areas?**

Priority Funding Areas:

Early Learning

Healthy Eating & Active Living

Christ-Centered Living

Nonprofit Excellence

Response – Yes/No

**Q6    \*Does your school participate in the National School Lunch Program?**

Response – Yes/No

# INTRODUCTION TAB

Hello, Applicant's Name

Welcome to the Welborn Baptist Foundation's Upgrade in Schools funding application.

The Upgrade in Schools Initiative is a signature program of the Welborn Baptist Foundation, designed to help students win in the classroom through nutrition and physical activity. It is a grant-funded multi-year intervention for K-8 schools to develop healthy student behaviors for daily success.

Based on the CDC's coordinated school health model, the initiative provides financial and technical support for data-based school-level programs intended to increase opportunities for physical activity and healthy eating among students and staff, to integrate health and wellness education into the overall curriculum, to engage parents and community-based organizations to enhance the healthfulness of the school environment, and to empower the school to develop and implement policies that support healthy lifestyles for students, their families, and the school staff.

Over the next few pages, you will be asked questions about your school. All required fields are noted with a red asterisk. Once all required questions have been answered, you will see a green checkmark appear on the tab for that page, located on the right-hand side of your screen.

This application requires two documents from your school: Needs Assessment (file for download is part of this application) and a support letter from the principal. Additionally, we request the schools wellness policy if one is available. Further instructions are on the "Documents Attachments" tab of this application. We recommend a one-week timeframe for allowing ample time for completion.

The portal will save your responses every time you click out of a field, as well as every 30 seconds. At any time, you may click the save and come back later button, which will also save your responses and return you to the main page of the portal.

If you have any questions about the application, please contact Welborn Baptist Foundation at [grants@welbornfdn.org](mailto:grants@welbornfdn.org) or (812)-437-8260.

Additionally, if you receive any system error messages while using this application, please send an email to [support@givingdata.com](mailto:support@givingdata.com), and cc [grants@welbornfdn.org](mailto:grants@welbornfdn.org), describing the issue you encountered.

## GENERAL INFORMATION TAB

<b>Q1</b>	<b>* School Name</b>	<input type="text"/>
<b>Q2</b>	<b>*Country</b>	<input type="text"/>
<b>Q3</b>	<b>*Address 1</b>	<input type="text"/>
<b>Q4</b>	<b>Address 2</b>	<input type="text"/>
<b>Q5</b>	<b>City</b>	<input type="text"/>
<b>Q6</b>	<b>State</b>	<input type="text"/>
<b>Q7</b>	<b>Zipcode</b>	<input type="text"/>
<b>Q8</b>	<b>*Telephone Number</b>	<input type="text"/>

**Q9 Fax Number**

**Q10 \*Current Enrollment**

**Q11 \*School Building Grade Levels**

Response – Elementary/K – 8/Middle School or Jr. High

**Q12 \* Are you aware of any previous Welborn Baptist Foundation and/or Upgrade technical assistance or funding in your school or school corporation? If so, please list.**

## **CONTACT INFORMATION TAB**

**Q13 \*Primary Contact for Request**

Enter 1 contact.

**Q14 \* School Administrator**

Enter 1 contact.

**Q15 Wellness Coordinator**

The Wellness Coordinator will serve as the lead for the Upgrade in Schools initiative in your school.

Please provide wellness coordinator information if different than the primary contact for the request. If your school has more than one wellness coordinator, please provide both of their contacts here if both are different than the primary contact.

Enter no more than 2 contact(s).

# STRATEGIES TAB

The Welborn Baptist Foundation provides support for schools to assess, plan, and implement specific strategies that support student wellness in hopes of establishing healthy habits that extend beyond the school day. Strategies are implemented over a period of three years, driven by school staff wellness coordinator/s with support from the Upgrade Team. At the end of Year 3, schools develop sustainability methods for Year 4 and beyond.

**Q16 \* Please list the following nutrition programs in order of interest. (highest to lowest separated by a comma)**

1. **SuperFood Heroes™** - Research-based program that provides students with nutrition education and vegetable taste tests, a partnership between the classroom and cafeteria
2. **Cafeteria serving line enhancement** (ex: salad bar, fresh fruit & vegetable bar) – Empowering cafeteria staff members to serve fresh fruits and vegetables through training and best practices
3. **General food availability solutions** (ex: rewards, classroom celebrations, fundraisers, concessions, healthy snack cart) – Implementing healthy or non-food solutions in classroom celebrations, rewards and fundraisers to ensure minds are nutritionally fueled to be successful each day
4. **Fresh menus** – implementing new scratch-cooked menu items to ensure fresh foods are served, and Farm to School

**Q17 \* Please list the following Physical Activity programs in order of interest. (highest to lowest separated by a comma)**

1. **Minds in Motion™** - Helping students sharpen handwriting, reading and time-on-task skills with this brain accelerating physical activity maze
2. **Super Active Physical Education** – Providing equipment, resources and professional development for physical educators in order to create an environment where students of all abilities maximize activity time
3. **Active Recess** – Assisting development of a recess structure that increases overall physical activity and offers academic benefits such as improved focus, behavior and time-on-task in the classroom
4. **Walking Program** – Providing students with an opportunity to walk before or after school
5. **Classroom Brain Boosters** – Equipping teachers with the tools and resources for physical activity moments specifically designed to ensure engaged and classroom-ready students

# REQUIREMENT TAB

**Q18 Year 4+:** Sustainability of Upgrade in Schools programs is key to impacting students long-term. Upgrade in Schools can sustain wellness initiatives in the following ways. Please review the methods of sustainability:

- Support of a wellness coordinator position and program leaders. Consider the \$500 Year 4+ coordinator stipend match through Upgrade.
- Secure additional necessary funding to continue wellness programs (Ex: PTO, fundraising, other grants)
- Upkeep and maintenance of grant-funded equipment
- Policy implementation and enforcement
- Making programs a part of the school's culture

\*I have reviewed the Upgrade in Schools sustainability methods and understand our school will use one or more of these methods to continue wellness practices after Year 3.

# DOCUMENT ATTACHMENTS TAB

**Q19 \* Needs Assessment**

Please complete the Template file below and then attached the completed file.

The needs assessment should be completed by multiple stakeholders in your school. This tool assesses current strengths and opportunities you your school wellness environment. Further instructions are on the first tab of the template. **Please be as accurate as possible when completing the file. This assessment does not impact your application, rather it assists our team in preparing a proposed action plan for your school.**

**Q20 \* Principal Letter of Support to Explore Inquiry Process**

Please ensure the letter of support contains the below items:

1. State support of exploring opportunities with Upgrade through this inquiry process
2. Reflect on the current level of wellness in your building
3. Willingness to participate in surveys and an on-site observation by Upgrade Team as part of application process.
4. Any other information that would be helpful to know

**Q21 Current Wellness Policy**

Attach current wellness policy if one has previously been established.