

**Healthy Schools Initiative**

**DUE: OCTOBER 31, 2019**

**About the Healthy Schools Grants**

As part of the Healthy Schools Initiative, school divisions receive the Healthy School Grant (HSG) annually to support their Healthy Schools plans and priorities. It is available to support school divisions and schools as they work together with their community partners (including local regional health authorities) to build healthy school communities. School division funding is calculated as \$5,000.00 + \$2.06 per student in the division. The HSG can be used for divisional initiatives, school-based initiatives, or a combination of both.

Activities are planned and implemented based on the needs identified within the school community and align with the priority health topics of Healthy Schools (healthy eating, mental health promotion, physical activity, safety and injury prevention, sexual health, and substance abuse and addictions). The grants are also intended to improve the health outcomes for priority student populations, including low socioeconomic status, Indigenous populations, Newcomers and LGBTQ2 students.

When funding supports division-wide initiatives, school divisions must designate a committee (with community stakeholder representation) to be responsible for allocation. Funding allocation decisions can be made by an existing committee (e.g. Mental Health Committee) or a committee formed specifically to allocate the Healthy Schools Grants. Community stakeholders represented on the committee may include, but are not limited to, RHA representatives, Newcomer Serving Organizations, Indigenous Organizations, and Parent Councils.

When allocating funds to individual schools through an application process, individual schools must complete the healthy school planner on an annual basis to be eligible. This free, online tool allows schools to further explore one or more priority health topics, including healthy eating, physical activity, mental health and tobacco use. The link below provides additional information about the Healthy School Planner, which can be accessed from the Healthy Schools website. More information is available at <http://www.gov.mb.ca/healthyschools/planner.html>.

Schools and divisions are also encouraged to use results from surveillance tools, including the *Youth Health Survey*, or *Tell Them From Me* to facilitate evidence-informed decision making.

**Guidelines for Allocation of Healthy Schools Grant**

Healthy Schools Grants can be used to support:

- Direct programming for Kindergarten to Grade 12 students;
- Population-health programming, delivered by certified instructors (cannot include paid salaried positions);
- One-time events (e.g. wellness days or community events) with clear intent to integrate community members in the school environment or increase parental engagement;
- Speaker fees or presentations that relate directly to the identified priority areas;
- Field trips, experiential learning and knowledge enhancement, relating to the identified priority areas (cannot include fuel or transportation costs);
- Building staff capacity within priority areas (not to exceed 30% of funding);
- Equipment purchases with evidence of availability for all students' use, supplementing equipment available to programming for priority populations, when no other funding source is available.

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Healthy Schools Grants cannot be used to support:

- Fuel or transportation costs;
- Conference fees for teachers;
- Textbooks;
- Facility safety (e.g. radon testing);
- “Our School” (Tell Them from Me) Survey modules;
- Divisional retreats for administrators and associated meeting costs;
- Salaried positions (e.g. clinicians, social worker, therapist, AFM worker);
- Health screening (e.g. vision, hearing, behavioural assessments or oral health screens);
- Capital or facility expenses, however, equipment for focussed programming can be purchased as noted above;
- Therapeutic interventions or individual interventions (e.g. home placement transition supports, one-on-one counseling, Cognitive Behavioural Therapy or other behavioural interventions)

**Guidelines for Completing and Submitting the HSG Report**

School divisions are required to submit Divisional Wellness Plans (pertaining to student health) and complete the full Healthy Schools Grant report online for the 2018-19 school year by October 31<sup>st</sup>. This report provides an account of Healthy Schools activities from the 2018-19 school year and is required for the school division to receive the HSG for the subsequent school year. The following sections must be completed in full and submitted to the Healthy Schools Initiative:

1. **Identification**
2. **Planning Process**
3. **Financials**
4. **Comprehensive School Health**
5. **Successes and Challenges**

**There are 4 ways the HSG Report can be completed and submitted:**

1. **Online** – complete the online report form at <http://www.gov.mb.ca/healthyschools/hsgrant/index.html>. It will automatically submit and a summary of your information will be emailed to you.
2. **Email** – complete the report in “word document” format OR complete and scan, then email it to [healthyschools@gov.mb.ca](mailto:healthyschools@gov.mb.ca)
3. **Fax** – complete the report and fax it to 204-948-4748
4. **Mail** – complete the report and mail a hard copy to the Healthy Schools Initiative (4089-300 Carlton Street, Winnipeg MB R3B 3M9). Please keep a copy for your records before mailing.

**1. IDENTIFICATION**

<b>School Division:</b>	<b>Superintendent:</b>	<b>Superintendent Email:</b>
<b>HSG Contact Person:</b>	<b>Position:</b>	<b>Email:</b>
<b>RHA(s) where School Division resides:</b> <input type="checkbox"/> Interlake-Eastern <input type="checkbox"/> Northern <input type="checkbox"/> Prairie Mountain Health <input type="checkbox"/> Southern Health-Santé Sud <input type="checkbox"/> Winnipeg		

**2. PLANNING PROCESS**

<b>**Upload your school division's wellness plan pertaining to student health**</b>	
<b>Did your school division use HSG funds for:</b> <input type="checkbox"/> Division-wide programming <input type="checkbox"/> Programs at individual schools <input type="checkbox"/> Combination of division-wide and individual school programming	
<b>Does your school division have a designated committee for allocating Healthy Schools Grants?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>If yes, is there community representation on the committee?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  <b>What are the community organizations represented on the committee (please list)?</b>
<b>What sources of evidence were considered in developing your divisional plan for allocating the funds?</b> <input type="checkbox"/> Healthy School Planner <input type="checkbox"/> Tell Them From Me <input type="checkbox"/> Youth Health Survey <input type="checkbox"/> Anecdotal <input type="checkbox"/> Other, please specify:	
<b>Do schools in your school division use the Healthy School Planner to assess and plan for Healthy Schools activities?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Some	
<b>How are the results of completed Healthy School Planner's considered in grant allocation?</b>	

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3. FINANCIALS

Using the table below provide an overview of how the HSG was used. If there were surplus funds from the Healthy Schools Grant remaining, please indicate how they will be spent.

TOTAL 2016-2017 HSG FUNDING	HEALTHY SCHOOLS GRANT ALLOCATION Provide a breakdown of the total funds and indicate whether funds were for division-wide or school-based programming (note: this column should equal the total HSG received).	HEALTHY SCHOOLS ACTIVITIES – ACTIVITY TITLE List the title of your Healthy Schools activities and indicate whether activity was for direct programming, staff capacity or equipment purchased.	PRIORITY HEALTH TOPICS Please check the main priority health topic addressed by this activity.	PRIORITY POPULATIONS Please check if the activity specifically targets any of the priority populations identified.	OUTCOMES Approximately how many students participated in the activity?
\$	\$  (select one) <input type="checkbox"/> Division-Wide <input type="checkbox"/> Individual School Initiative	1.  (select one) <input type="checkbox"/> Direct Programming <input type="checkbox"/> Staff Capacity <input type="checkbox"/> Equipment Purchases	<input type="checkbox"/> Mental health promotion <input type="checkbox"/> Nutrition <input type="checkbox"/> Physical activity <input type="checkbox"/> Safety and injury prevention <input type="checkbox"/> Sexual & reproductive health <input type="checkbox"/> Substance abuse & addictions	<input type="checkbox"/> Low SES <input type="checkbox"/> Indigenous <input type="checkbox"/> Newcomer <input type="checkbox"/> LGBTQS2 <input type="checkbox"/> Other, please specify:	
	\$  (select one) <input type="checkbox"/> Division-Wide <input type="checkbox"/> Individual School Initiative	2.  <input type="checkbox"/> Direct Programming <input type="checkbox"/> Staff Capacity <input type="checkbox"/> Equipment Purchases	<input type="checkbox"/> Mental health promotion <input type="checkbox"/> Nutrition <input type="checkbox"/> Physical activity <input type="checkbox"/> Safety and injury prevention <input type="checkbox"/> Sexual & reproductive health <input type="checkbox"/> Substance abuse & addictions	<input type="checkbox"/> Low SES <input type="checkbox"/> Indigenous <input type="checkbox"/> Newcomer <input type="checkbox"/> LGBTQS2 <input type="checkbox"/> Other, please specify:	
	\$  (select one) <input type="checkbox"/> Division-Wide <input type="checkbox"/> Individual School Initiative	3.  (select one) <input type="checkbox"/> Direct Programming <input type="checkbox"/> Staff Capacity <input type="checkbox"/> Equipment Purchases	<input type="checkbox"/> Mental health promotion <input type="checkbox"/> Nutrition <input type="checkbox"/> Physical activity <input type="checkbox"/> Safety and injury prevention <input type="checkbox"/> Sexual & reproductive health <input type="checkbox"/> Substance abuse & addictions	<input type="checkbox"/> Low SES <input type="checkbox"/> Indigenous <input type="checkbox"/> Newcomer <input type="checkbox"/> LGBTQS2 <input type="checkbox"/> Other, please specify:	
	\$  (select one) <input type="checkbox"/> Division-Wide <input type="checkbox"/> Individual School Initiative	4.  (select one) <input type="checkbox"/> Direct Programming <input type="checkbox"/> Staff Capacity <input type="checkbox"/> Equipment Purchases	<input type="checkbox"/> Mental health promotion <input type="checkbox"/> Nutrition <input type="checkbox"/> Physical activity <input type="checkbox"/> Safety and injury prevention <input type="checkbox"/> Sexual & reproductive health <input type="checkbox"/> Substance abuse & addictions	<input type="checkbox"/> Low SES <input type="checkbox"/> Indigenous <input type="checkbox"/> Newcomer <input type="checkbox"/> LGBTQS2 <input type="checkbox"/> Other, please specify:	

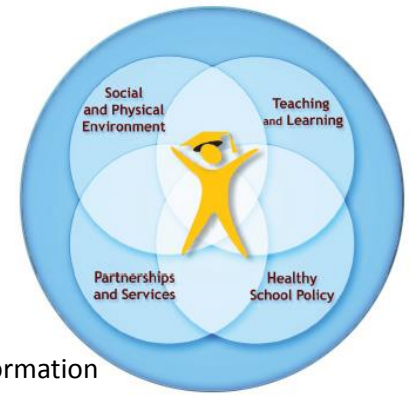
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	\$  (select one) <input type="checkbox"/> Division-Wide <input type="checkbox"/> Individual School Initiative	5.  (select one) <input type="checkbox"/> Direct Programming <input type="checkbox"/> Staff Capacity <input type="checkbox"/> Equipment Purchases	<input type="checkbox"/> Mental health promotion <input type="checkbox"/> Nutrition <input type="checkbox"/> Physical activity <input type="checkbox"/> Safety and injury prevention <input type="checkbox"/> Sexual & reproductive health <input type="checkbox"/> Substance abuse & addictions	<input type="checkbox"/> Low SES <input type="checkbox"/> Indigenous <input type="checkbox"/> Newcomer <input type="checkbox"/> LGBTQS2 <input type="checkbox"/> Other, please specify:	
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4. COMPREHENSIVE SCHOOL HEALTH

Healthy Schools is rooted in *comprehensive school health* (CSH) which is an internationally recognized framework for supporting improvements in students’ educational outcomes while addressing school health in a planned, integrated, and holistic way. See attached “What is Comprehensive School Health” document for background information (<http://www.gov.mb.ca/healthyschools/csh.html>).

ACTIVITY #	DESCRIBE HOW YOUR ACTIVITIES CONSIDERED/COMPLEMENTED/ADDRESSED THE CSH FRAMEWORK PILLARS:			
	TEACHING & LEARNING (e.g. how do your activities support what is taught through curriculum?)	HEALTHY SCHOOL POLICY (e.g. how do your activities align with various healthy school policies?)	PARTNERSHIPS & SERVICES (e.g. how do your activities engage parents, community organizations, and volunteers to support your efforts?)	SOCIAL & PHYSICAL ENVIRONMENT (e.g. how do your activities support the creation of a safe, welcoming, and health promoting environment?)
1.				
2.				
3.				
4.				
5.				

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**5. General Comments (Strengths/Challenges?)**

**Direct inquires about reports to:** Jennifer Wood, Healthy Schools Initiative  
Email: [healthyschools@gov.mb.ca](mailto:healthyschools@gov.mb.ca)  
Phone: 204-788-6369  
4089-300 Carlton Street  
Winnipeg, Manitoba R3B 3M9