Family Center for Children and Youth with Special Health Care Needs

Bullying Prevention Initiative Grant Cycle 2023-2024

Guidelines

Introduction: The Michigan Department of Health and Human Services (MDHHS) Children's Special Health Care Services (CSHCS) Division is partnering with the Family Center for Children and Youth with Special Health Care Needs (Family Center) to offer small grant opportunities for school districts and/or schools to reduce bullying for students with special health care needs. Successful organizations will create or expand a peer-to-peer support program which replicates the Statewide Autism Resources and Training (START) peer-to-peer program while incorporating anti-bullying initiatives specific to students with special health care needs. Students with special health care needs includes students who have physical, developmental, behavioral, or emotional conditions that impact their activities of daily living. An informational webinar will be held Monday, January 30, 2023 at 1:00 pm for interested organizations. Please register for the webinar at https://www.eventbrite.com/e/bullying-prevention-initiative-grant-technical-assistance-webinar-tickets-208594570977.

Grant year: October 1, 2023 through September 30, 2024

Objectives:

(1) Create safe cultures for students with special health care needs within school communities.

(2) Provide or enhance the school environment for peer support for students with special health care needs.

(3) Increase social and emotional support in schools for students with special health care needs.

(4) Expand anti-bullying efforts for students with special health care needs.

Purpose:

School districts and/or schools are eligible to apply for grants up to but no greater than $10,000 to support programs that meet the objectives outlined above. **Please note: There is no guarantee of future funding for this initiative.**

The following categories are eligible for funding (must be connected to **START peer-to-peer support program**):

- Salaries and wages
- Marketing and promotion
- Participation incentives for students
- Training for staff, students, and/or families
- Curriculum and programming
- Special events for program promotion
- Supplies
- Mileage and transportation costs

These funds **may not** be used for capital expenditures, endowment funds, equipment, furniture, murals, etc. Please see the "Bullying Prevention Initiative Grant Allowable and Unallowable Items" document.

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Bullying Prevention Initiative Grant Cycle 2023-2024

Grant Application

Applicant Organization: _____

Address: _____

County(ies) Served: _____

Amount Requested: _____

Project Coordinator: _____

Phone: _____

Email: _____

_____ _____

Administrative Approval Name | Project Coordinator Name

_____ _____

Administrative Approval Signature | Project Coordinator Signature

_____ _____

Date | Date

Grant Application (Cont'd)

A completed grant application includes:

- **Work Plan Project Narrative** which includes a brief description of the applying organization, project description, overall project goals, project objectives, and a timeline to achieve outcomes. The Narrative should not exceed two (2) pages. ***Please use the template provided.***
- **Work Plan Template** (attached) which describes activities that will meet the grant objectives, expected outcomes from the project, and specific metrics to measure success. Goals and outcomes should be specific, measurable, attainable, relevant, and time-limited (SMART). ***Please use the template provided.***
- **Budget Form** (attached) which outlines the budget for project expenditures. Please include other funding sources and in-kind contributions as appropriate. ***Please use the template provided.***
- **Budget Narrative** which includes how project costs were determined, an explanation of expenditures in each category from the Grant Application Budget Form, and description of in-kind or other funding sources. The Budget Narrative should not exceed one (1) page. ***Please use the template provided.***

Grant Application Deadline: **March 17, 2023**

Applications received after the deadline will not be considered for funding.

Grant applications must be emailed to Kate Jones at cshcsfc@michigan.gov.

** An email will be sent out to the primary contact for all applications that are received. If you do not receive an email receipt within two weeks of sending your application, please call 517-335-9096.**

Budget Justification Narrative

Provide a detailed breakdown for all funds that are being requested: the amount requested for each budget category and a detailed list of how the amount will be spent (use additional pages as needed).

Work Plan Project Narrative

State the overall goal of the project, and list: objectives, timeframe, and outcomes (use additional pages as needed).

Work Plan Template

OBJECTIVE 1:	Contribute to the creation of safe cultures within school communities for children with special health care needs. (SMART Goal Criteria)
OBJECTIVE 1 ACTIVITIES:	
OBJECTIVE 1 OUTCOMES:	
OBJECTIVE 1 MEASUREMENT: (How will we know the activities work?)	

Please use additional pages for each objective if needed.

OBJECTIVE 2:	Provide or enhance the school environment for peer support for youth with special health care needs. (SMART Goal Criteria)
OBJECTIVE 2 ACTIVITIES:	
OBJECTIVE 2 OUTCOMES:	
OBJECTIVE 2 MEASUREMENT: (How will we know the activities work?)	

Please use additional pages for each objective if needed.

OBJECTIVE 3:	Increase social and emotional support in schools for children with special health care needs. (SMART Goal Criteria)
OBJECTIVE 3 ACTIVITIES:	
OBJECTIVE 3 OUTCOMES:	
OBJECTIVE 3 MEASUREMENT: (How will we know the activities work?)	

Please use additional pages for each objective if needed.

OBJECTIVE 4:	Expand anti-bullying efforts for youth with special health care needs. (SMART Goal Criteria)
OBJECTIVE 4 ACTIVITIES:	
OBJECTIVE 4 OUTCOMES:	
OBJECTIVE 4 MEASUREMENT: (How will we know the activities work?)	

Please use additional pages for each objective if needed.

Bullying Prevention Initiative

Budget Form

	Grant Funds	Other Funds	In-Kind	**TOTAL**
Salary and Wages				
Supplies				
Marketing and Promotion				
Mileage				
Participation Incentives				
Other:				
TOTAL				