

Do not staple

The ACT Health Promotion Grants Program 2011 Healthy Schools Healthy Children Funding Round

Application Form

**Supporting children and young people in
school communities to live a healthy,
active life.**



Privacy Statement: All applications submitted to the ACT Health Promotion Grants Program as part of the 2011 Healthy Schools Healthy Children Funding Round are accepted in confidence. The ACT Health Promotion Grants Program may liaise with other ACT Government funding bodies regarding your application.

PROJECT DETAILS

School/Organisation name: Giralang Primary School P&C Association Inc

Project Title: Healthy Bodies, Healthy Minds - introducing Yoga into the school curriculum

Funding amount sought: \$10,012
(whole dollars)

Number of students targeted in proposal: 170

Project start date: Start of Term 1 2011

Project end date: end of Term 4 2011
(on or before Dec16th 2011)

Do you give the ACT Health Promotion Grants Program permission to publish details of your project (including a description and contact details) on the ACT Health Promotion Grants Program website if your grant application is successful?

Yes

No

MAIN PROJECT CONTACT

Title: Ms

First Name:

Surname:

Organisation: Giralang Primary School P&C Association

Position: Member

Postal Address:

Postcode:

Phone:

Fax:

Email:

ELIGIBILITY REQUIREMENTS

Is your organisation one of the following:	<input checked="" type="checkbox"/> ACT Government or Catholic Systemic School/facility <input checked="" type="checkbox"/> Incorporated association <input type="checkbox"/> Other organisation with legal status (<i>Please specify</i>) <input type="checkbox"/> being auspicied
Do you or your auspicied organisation have any outstanding reporting requirements (acquittals, evaluations and audited financial statements) for any previous ACT Government grants?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Have you or your auspicied organisation submitted an interim report for any current projects? <i>Note: An Interim report template is in the section titled 'Previous Funding Details' on page 8 of this form</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Does your organisation have current public liability insurance of a minimum of 10 million dollars OR have you obtained a quote for public liability insurance of 10 million dollars. (Not applicable to ACT government or Catholic Systemic schools/facility) <i>Note: You must attach a copy of your current public liability insurance or a quote for public liability insurance from an insurance company to this application</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

ORGANISATION THAT WILL MANAGE THE FUNDS (An ACT Government or Catholic Systemic school/facility **OR** incorporated/other legal status organisation **OR** the auspicied organisation.)

Organisation Name: Giralang Primary School P&C Association Inc

ABN:

GST Registered? Yes No

Principal /CEO or equivalent

Title: Mrs **First name:** **Last name:**

Postal Address: c/- Giralang Primary School, Atalumba Close, Giralang ACT

Postcode: 2617

Street Address *(if different to postal address):*

Postcode:

Phone: **Fax:**

Email:

PROJECT PROPOSAL

PLEASE ANSWER ALL QUESTIONS

1. Project Summary

Provide a brief summary of your project (*approximately 1-3 sentences*)

The core project has 3 main aims. First, to provide Giralang Primary school students with an awareness of the advantages and basic practices of yoga; second, to provide teachers with training in the different types of yoga practices suitable for school-aged children and how to incorporate them into their daily teaching curriculum; and lastly, to provide those teachers with guidance on how to modify such a program to meet the specific needs of their individual class.

In Term 1, 2011, students will be given a basic introduction to Yoga and Yoga techniques by a Yoga teacher experienced in running groups for preschool and primary aged children. This will be done in three separate groups: preschoolers; juniors (Kinders to Year 2) and intermediate/seniors (Year 3 to Year 6) to allow for age appropriate discussion and techniques. Their teachers will accompany the children at each of these sessions and will, in addition, attend a weekly training session specifically for teachers. In Term 2, the teachers will work on incorporating various yoga practices into their daily routine, and modifying such exercises as they feel necessary to make them more appropriate for their individual class. They will be supported and supervised during this process by an experienced Yoga professional who will visit the school on a monthly basis to facilitate this process. During Term 3, the teachers will continue this process with access to the experienced Yoga teacher on two occasions, at commencement of Term 3 and mid-term. During Term 4, the teachers will continue the process unsupervised.

In addition, we intend to undertake process evaluation of not only the training of both students and teachers in yoga practices, but also of the integration of yoga exercises into the daily teaching curriculum. On completion of the project we will review the program of yoga exercises initially developed for the classes to see what modifications, if any, were required and finally we will examine outcome measures in terms of both self-reported acceptability, benefits and disadvantages by both students and teachers, and formally documented changes in school absences, detentions and so forth.

2. Project Strategies

Please list your project's key strategies (*dot points please*)

- **Providing Giralang Primary & Preschool School students with an introduction to the advantages of regular Yoga practice, and training in a selection of basic yoga techniques appropriate to their age.**
- **Providing Giralang Primary & Preschool School teachers with a basic introduction to Yoga principles and practice and basic knowledge of how to teach a selected range of Yoga practices suitable for primary school students.**
- **Under guidance, the Primary School teachers will integrate selected yoga practices into their daily classroom routine, modifying them when and if required to suit their individual class.**
- **Over the course of the school year, teachers will take on a more independent role in modifying and running the proposed yoga exercises, with supervision and on-going support from the experienced Yoga professional gradually being phased out.**
- **We will also evaluate the success of the program, in terms of its process, content and outcome, and identify potential areas for improvement**

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3. Frameworks Supported

Provide a brief summary of how your proposal supports any of the key policies, programs or frameworks listed in the funding guidelines (p 3) (*approximately 1-3 sentences*)

Although yoga practice is not specifically targeted as such, it is nevertheless part of regular physical activity. Undertaking daily yoga practice has the advantage of not only promoting greater strength and flexibility, but is generally accepted as having added benefits in terms of emotional regulation and in relieving anxiety and stress. The benefits of introducing such practices at an early age is becoming increasingly recognised.

The new "Every Chance to Learn" Curriculum Framework for ACT Schools emphasises the importance of schools pursuing a wholistic curriculum for their students; one that develops the child not only intellectually and academically, but also physically, socially, spiritually and emotionally. A number of the Essential Learning Achievements (ELAs) outlined in the new curriculum framework specifically address the desire for students to learn a range of different strategies to think and learn (ELA1), to undertake action to promote health that is viewed in its entirety and includes emotional as well as physical health (ELA12) and to learn how to best manage themselves and their relationships with others (ELA14).

We feel very strongly that this proposal to implement a school-wide program of Yoga exercises will provide an important first step in allowing us to achieve these identified core activities of the new curriculum.

4. Population Targeted

Which population and age group/s will this project target? (*you can cross more than one*)

Population group

- Culturally & Linguistically Diverse
- Aboriginal & Torres Strait Islanders
- People with a disability
- Low socio-economic status groups
- People who are disadvantaged or particularly at risk of poor health outcomes
- General population

Age group

- Children in early childhood centres
- Preschool Students
- Primary School Students
- High School Students
- College Students
- Other:

5. Evidence of Need *(approximately 1 – 3 sentences for each point)*

How did you identify the need for this project?

Yoga was first introduced into Giralang Primary School in Term 2, 2010 following a request to do so by the parent of a child with special needs who was reluctant to undertake yoga practice at home. The parent offered to pay for the Yoga classes so that they could be introduced, free of charge, to all senior students (Years 5 & 6) at the school. Undertaking Yoga in the school setting with her enthusiastic and willing peers "normalised" the practice for the child concerned, who was then happily compliant with undertaking the program of exercises.

Over the course of the year a number of students commented that they had benefitted from the program in a number of ways. Typical feedback included comments such as "Yoga was a really good facility for dealing with the stress of going into puberty. It is a calming facility" (girl, aged 11) and "...Interesting. I learned new skills.... She.. made me very calm. I could deal with things a lot easier" (boy, aged 11). Other typical comments included "I felt happy", "I felt refreshed going back to class", "It helped me think straight" and "It really calmed me down".

Following such support, and with the backing of senior staff members, it was decided to seek further financial support to expand the program to all students attending the school. In accordance with the principle of seeking sustainability, we added the component of training the teachers in selected yoga techniques so that they could extend and maintain on-going yoga practices into their daily routine.

Why is this a priority for your organisation?

Giralang Primary School is committed to the principle of promoting the health of the children entrusted to its care and continually strives to undertake whole-school programs that develop students' skills, knowledge, attitudes and understanding of what constitutes good health. As found in a number of other ACT primary schools, Giralang has a relatively higher proportion of children from disadvantaged and indigenous backgrounds. We are constantly striving to identify new ways to promote the resilience of the children in our care, so that they may be able to more effectively utilise the educational opportunities we can offer them. We see incorporating yoga practices into our daily teaching routine as an important cornerstone of achieving this aim.

How will it improve the health and wellbeing of your project participants?

Undertaking regular yoga exercises should enable the students to remain calmer, work with more focus and achieve better emotional equanimity in the face of obstacles and life's ups and downs. It will provide them with an important life skill that will help them to optimise their educational opportunities and life-long health and physical and emotional wellbeing.

6. Sustainability (approximately 1 – 3 sentences for each point)

How will equipment be maintained and/or stored? Not applicable

All Preschool yoga mats will be stored in the designated preschool storage area. Yoga mats for the rest of the school will be stored together with the regular gym equipment. This is in an inside area and will be protected from the weather.

How will the project be continued after the funding period?

It is envisaged that once appropriately trained, the teachers will continue incorporating yoga exercises into their daily routine. There will be obvious loss as trained teachers may move to other schools and be replaced by others who have not been formally trained. However, it is anticipated that once a culture of incorporating yoga into the daily curriculum is accepted, teachers new to the school would be introduced to the techniques by those trained teachers who remain. However it would be prudent to ensure that the teachers remain effective and appropriate, and to this end we would be seeking financial assistance from either the P&C and/or school professional development funds for an annual teacher 1/2 day "refresher" course on yoga techniques.

7. Evidence of Project Success (approximately 1 – 3 sentences for each point)

How will you know the project has been a success?

The project will be considered successful if at least 80% of teachers say that would continue the practice of incorporating yoga exercises into their daily routine for another school year, and if at least 75% of students say they benefitted from the daily yoga practice in at least some way.

How do you plan to evaluate your project's success?

As indicated earlier, we will evaluate the process of training and implementation of the Yoga exercises into the daily schedule, the actual nature of the program itself, and whether any modifications were required and outcome in terms of self-reported acceptability, benefits and disadvantages (by both teachers and students), and differences in terms of school absences and formally reported detentions and misdemeanours.

8. Additional Information

Is there any other information that may support your application?

By the time the project starts in 2011 we will have conducted two pilot Yoga programs within the senior student group (Years 5&6). This current proposal has built upon the knowledge and experience gained from those earlier programs, the cost of which was covered by a donation to the school.

Should our request for funding be successful, the same Yoga teacher has agreed to run the extended program in 2011.

9. Letter/s of support attached Yes No Not applicable

10. Quotes attached Yes No Not applicable

Please attach at least one quote for any proposed equipment

**PLEASE COMPLETE THE BUDGET FORM ON FOLLOWING
PAGE.**

**If you are applying for multi year funding please also complete
the multi year budgets on pages 9 and 10**

PROJECT BUDGET

The project budget must be realistic and detailed. It must clearly outline the main components of the project.

When completing the budget:

1. Clearly state all proposed costs for your proposal in this table.
2. Include the breakdown of salaries and wages and itemised costing for major items of administration costs, equipment and/or materials for which you are seeking funding.
3. **If you are GST Registered the ACT Health Promotion Grants Program will add an additional 10% GST to the grant amount awarded.**

ACT Health Promotion Grants Program Income	
2011	
\$10,012	
ACT Health Promotion Grants Program Expenditure	
Use whole dollars only	Suggested Items (Itemise all expenditure in as much detail as possible)
\$6,800	Salaries and Wages (Please itemise) Term 1: 2 x 30 mins yoga sessions per week for preschoolers, juniors (K-Y2) and Y3-Y6 plus 1 teacher session = 7 x 30 mins sessions per week for 10 weeks @ \$80 per session = \$5,600 Term 2: monthly review sessions for each of 3 groups (preschoolers, K-Y2, Y3-Y6) = 9 sessions @ \$80 per session = \$720 Term 3: 2 review sessions each group = 6 sessions @ \$80 per session = \$480
\$612	Superannuation (9% of the above wages component)
\$200	Materials (Please itemise) preparation and printing of course notes for teachers; preparation of laminated yoga posters for classrooms; preparation and printing of evaluations
\$	Marketing
\$	Admin Costs (Please itemise)
\$2,400	Equipment (Please itemise and attach quotes) 40 Yoga mats for preschoolers @ approx \$20 per mat; 80 Yoga mats for children and teachers @ approx \$20 per mat.
\$10,012	Total A
Other Funding Sources Income	
\$nil	
Other Funding Sources Expenditure	

\$	
\$	
\$	
\$	
\$	Total B
Grand Total Project Expenditure: \$10,012 (total A + B)	
(Must equal ACT Health Promotion Grants Program Expenditure and Other Funding Sources Expenditure)	

PREVIOUS FUNDING DETAILS

Please complete if your organisation received funding from the ACT Health Promotion Grants Program in 2010 and/or 2010-11.

Organisation:		
Project Title:	N/A	
Amount Funded:	\$	
Goal (list the goal specified in your 2010 and/or 2010-11 Project Plan) Objectives (list the objectives specified in your Project Plan) Steps/Strategies (list the steps taken to achieve the goal)	Outcomes (list the outcomes achieved so far against the steps/strategies specified in your 2010 and/or 2010-11 project Plan)	
<p>Goal:</p> <p>Objectives:</p> <ul style="list-style-type: none"> • • • • • <p>Strategies:</p> <ul style="list-style-type: none"> • • • • • 	<p>Outcomes:</p> <ul style="list-style-type: none"> • • • • • 	

All projects finished before June 2010 must be acquitted and evaluated before an organisation is eligible to reapply for funding.

DECLARATION

This section provides legal support for the application as coming from the whole organisation. It must be completed by the person in the organisation who has ultimate responsibility for the organisation e.g. the CEO or equivalent of an organisation or Principal of a school. If the person signing is currently acting in that position they must note that they are acting.

If you are auspiced by another organisation, you will need to obtain signatures from that agency.

If you are successful in gaining funding from the ACT Health Promotion Grants Program you need to recognise that there are certain expectations such as financial accountability, public liability insurance requirements and evaluation and monitoring requirements. This will be described in more detail in the letter of offer and Deed of Grant.

Declaration by Principal/Chief Executive Officer or equivalent (of applicant OR of auspicing agency)

I _____ (name) of **Giralang Primary School P&C Association Inc** (organisation) hereby apply for financial assistance under the Healthy Schools Healthy Children Funding Round for the purpose(s) as described in this application and any attachments.

All of the information provided in this application and any attachments is true and correct and any grant received will be used entirely for the purpose(s) for which it is approved.

I am aware that action may be taken to recover any grant payment made where information provided in this application is subsequently found to be false or misleading or where the grant received is not used entirely for the purpose(s) for which it is approved. I understand the ACT Health Promotion Grants Program may contact other government agencies in relation to this application.

X

Signature

X

Signature from Auspicing Agency (if applicable)

Printed Name

Printed Name

Giralang Primary School P&C Assn Inc

Organisation

Auspicing Agency (if applicable)

President

Position in organisation

Position in Auspicing Agency (if applicable)

Date:

Date:

APPENDIX A: BUDGET TEMPLATES FOR MULTI-YEAR FUNDING

ACT Health Promotion Grants Program Income 2012	
\$N/A	
ACT Health Promotion Grants Program Expenditure 2012	
Use whole dollars only	<i>Suggested Items (Itemise all expenditure in as much detail as possible)</i>
\$	Salaries and Wages (Please itemise)
\$	Superannuation (Please itemise)
\$	Materials (Please itemise)
\$	Evaluation Costs (If your project application is greater than \$50,000 must allocate 10% of the budget towards evaluation)
\$	Admin Costs (please specify) (Please itemise)
\$	Equipment (Please itemise and attach quotes)
\$	Total A
Other Funding Sources Income 2012	
\$	
Other Funding Sources Expenditure 2012	
\$	
\$	
\$	
\$	
\$	Total B
Grand Total Project Expenditure: \$ (total A + B)	
(Must equal ACT Health Promotion Grants Program Expenditure and Other Funding Sources Expenditure)	

ACT Health Promotion Grants Program Income	
2013	
\$N/A	
ACT Health Promotion Grants Program Expenditure 2013	
Use whole dollars only	<i>Suggested Items (Itemise all expenditure in as much detail as possible)</i>
\$	Salaries and Wages (Please itemise)
\$	Superannuation (Please itemise)
\$	Materials (Please itemise)
\$	Evaluation Costs (If your project application is greater than \$50,000 must allocate 10% of the budget towards evaluation)
\$	Admin Costs (Please itemise)
\$	Equipment (Please itemise and attach quotes)
\$	Total A
Other Funding Sources Income 2013	
\$	
Other Funding Sources Expenditure 2013	
\$	
\$	
\$	
\$	
\$	Total B
Grand Total Project Expenditure: \$ (total A + B)	
(Must equal ACT Health Promotion Grants Program Expenditure and Other Funding Sources Expenditure)	

Application Checklist	Yes	No	Not applicable
All questions on the application form have been answered	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The budget has been completed according to the template provided	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
We are an ACT Government or Catholic Systemic School/facility OR an incorporated/other legal status organisation so our application has been signed by the Principal/ CEO or equivalent.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
We are auspiced so our application has been signed by the auspicing organisation's CEO or equivalent.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Supporting material has been attached <ul style="list-style-type: none"> • Letter(s) of support from schools • A copy of public liability insurance certificate or quote (N/A for ACT government schools or Catholic Systemic schools) • Equipment quotes 	<input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
All supporting material is labelled with our details.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
We have kept a copy of the application for our records.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
We have attached an electronic copy (in Word, not pdf) of our application.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Our application is not bound, stapled OR doublesided.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

APPLICATION PROCESS SURVEY

The ACT Health Promotion Grants Program makes every effort to make the application process simple, clear and easy to understand. Are we meeting or missing the mark? We would greatly appreciate your co-operation in completing this survey- anonymously- so we can make the process better for next year.

Please answer honestly and do not identify yourself on this form. We encourage you to mail in this sheet separately from your application. The information you provide will not be used to assess your application in any way, but only to help us improve the process for next year.

1. How did you find out about the 2011 Healthy Schools Healthy Children Funding Round?
(Tick the main source of information)

- The Canberra Times
- The Chronicle
- Whole of Government message
- ACT Health Promotion Grants Program website
- Email from ACT Health Promotion Grants Program
- Email from Dept. of Education and Training
- CDNet email (Community Development Network)
- Other (please specify)

2. a) Are the guidelines and application form clear and easy to understand?

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly Disagree

b) Were any particular questions on the application form confusing or difficult to answer?

- Yes
- No

If Yes, please specify which question(s) (e.g., Question 10)
Tell us what was difficult about the question(s):

3. Did you have difficulty accessing the guidelines or application form electronically?

- Yes
- No

4. Was the time frame of 7 weeks between the announcement of funding and application due date sufficient?

- Yes
- No If no, what time frame would you suggest? (please specify)

5. Was the timing of the round, with an opening date of 28 August, appropriate?

- Yes
- No If no, what opening date would you suggest? (please specify)

5. Please provide any general feedback on the Healthy Schools Healthy Children Funding Round application process.