

Elementary CAP Program

This application is for Pre–K, Kindergarten, (within the district) and Grades 1- 6. (See page 7 for specific information about each program.)

PLEASE COMPLETE FUNDING REQUEST:

The following should be completed in collaboration with the CAP County Coordinator. The CAP program requires a **1½ hour staff in-service** of continuous time for teachers who have not had CAP training in the last three years. The in-service date should be reserved in advance. A **1½ hour parent workshop** is also required for each school; however, where low attendance is anticipated, schools are encouraged to combine these workshops.

Funding may not be authorized to districts who cannot guarantee in-service dates.

Please indicate a tentative in-service date Sept. or Oct. 2020

Elementary Program (Grades Pre K - 6)

| | | |
|---|-------|--------------------------------|
| a) \$181.00 x <u> </u> # of Pre-K classes | = | \$ <u> </u> |
| b) \$169.00 x <u> </u> # of Kindergarten classes (AM Classes & PM Classes) | = | \$ <u> </u> |
| c) \$130.00 x <u> </u> # of classes 1 - 5 (Includes all classes other than cognitively impaired - see page four for special needs classes) | = | \$ <u> </u> |
| d) \$109.00 x <u> 10 </u> # of 6 th grade classes | = | \$ <u> 1,090 </u> |
| e) \$168.00 x <u> 1 </u> # of Staff workshops | = | \$ <u> 168 </u> |
| f) \$168.00 x <u> 1 </u> # of Parent workshops | = | \$ <u> 168 </u> |
| total cost of implementation (a+b+c+d+e+f) | = | \$ <u> 1,426 </u> |
| District contribution – 30% minimum | minus | \$ <u> 427.80 </u> |
| State CAP Funding | = | \$ <u> 998.20 </u> |

Partial grants may be awarded.

If the application is not approved for CAP funding, the district may still implement the CAP program using other funding sources. Visit the NJ CAP website at www.nicap.org to download additional applications.

TEEN CAP PROGRAM

This application is for **Teen CAP, Grades 7-12**. (See page 7 for specific information about program.)

PLEASE COMPLETE FUNDING REQUEST:

The following should be completed in collaboration with the CAP County Coordinator. The CAP program requires a **1½ hour staff in-service** of continuous time for teachers who have not had CAP training in the last three years. The in-service date should be reserved in advance. A **1½ hour parent workshop** is also required for each school; however, where low attendance is anticipated schools, are encouraged to combine these workshops.

Funding may not be authorized to districts who cannot guarantee in-service dates.

Please indicate a tentative in-service date Sept. or Oct. 2020

Teen CAP Program (grades 7- 12)

| | | |
|--|---|-----------------|
| a) \$191 x <u>20</u> # of <u>7 & 8</u> grade classrooms | = | \$ <u>3,820</u> |
|--|---|-----------------|

* 10 Classes for Grade 7

* 10 Classes for Grade 8

| | | |
|--|---|----------|
| b) \$168 x _____ # of Staff workshops | = | \$ _____ |
|--|---|----------|

| | | |
|---|---|----------|
| c) \$168 x _____ # of Parent workshops | = | \$ _____ |
|---|---|----------|

| | | |
|--------------------------------------|---|-----------------|
| Total cost of implementation (a+b+c) | = | \$ <u>3,820</u> |
|--------------------------------------|---|-----------------|

| | | |
|-------------------------------------|-------|-----------------|
| District contribution - 30% minimum | minus | \$ <u>1,146</u> |
|-------------------------------------|-------|-----------------|

| | | |
|-------------------|---|-----------------|
| State CAP Funding | = | \$ <u>2,674</u> |
|-------------------|---|-----------------|

Partial grants may be awarded.

If the application is not approved for CAP funding, the district may still implement the CAP program using other funding sources. Visit the NJ CAP website at www.njcap.org to download additional applications.

SPECIAL NEEDS CAP PROGRAM

This application is for the CAP program designed for **Intellectually Disabled** students. (See page 7 for specific details on program.)

PLEASE COMPLETE FUNDING REQUEST:

The following should be completed in collaboration with the CAP County Coordinator. The CAP program requires a **1½ hour staff in-service** of continuous time for teachers who have not had CAP training in the last three years. The in-service date should be reserved in advance. A **1½ hour parent workshop** is also required for each school; however, where low attendance is anticipated schools, are encouraged to combine these workshops.

Funding may not be authorized to districts who cannot guarantee in-service dates.

Please indicate a tentative in-service date September/October

| | | |
|---|-------|------------------|
| a) \$307 x <u>1</u> # of intellectually disabled classes | = | \$ <u>307</u> |
| b) \$168 x _____ # of Staff workshops | = | \$ _____ |
| c) \$168 x _____ # of Parent workshops | = | \$ _____ |
| Total cost of implementation (a+b+c) | = | \$ <u>307</u> |
| District contribution - 30% minimum | minus | \$ <u>92.10</u> |
| | - | |
| State CAP Funding | = | \$ <u>214.90</u> |

Partial grants may be awarded.

If the application is not approved for CAP funding, the district may still implement the CAP program using other funding sources. Visit the NJ CAP website at www.njcap.org to download additional applications.

PLEASE COMPLETE THE FOLLOWING:

1. What needs does the CAP program meet in your school and/or community?

The Readington Township Community has not had the CAP program for the past several years. The School Counselors have recognized a need to bring the program back to Readington Township. The program aligns with Readington's commitment to Social Emotional Learning. We are continuing to develop and build a strong S.E.L. program based on the needs in our community. The CAP program supports our efforts in this area. It is our goal to create an environment where all children feel safe and are able to learn to the best of their abilities. The CAP program supports our efforts because it teaches children about how to keep themselves safe, who and when to report a situation, and it empowers them to have a voice for themselves and others who may be in an unsafe situation.

2. Please provide a statement of broad-based community support in each school.

The District School Counselors are in support of the program and are excited to bring it back to Readington. The Counseling Department recognizes the needs of all of the students in the district and the benefits of the CAP program. The Board of Education is also supportive of our SEL goals and recognizes the need for programs to enhance student advocacy.

3. Please provide a statement of in-kind contribution which teaching staff will render on behalf of the project (e.g. additional in service time, public relations, community outreach, curriculum additions focusing on prevention issues, bulletin boards, etc.)

The teaching staff will engage in the mandatory in-service training session regarding the CAP program. Teachers will integrate the messages and lessons that are taught during the program into their daily, weekly, and monthly lessons. The teachers currently are involved in running connection circles and building communication and trust with students. The CAP program will enhance teacher abilities to provide S.E.L lessons in the classroom.

4. Please provide a statement of the service which parent/home organizations will render on behalf of the project:

We are lucky to have an involved and active Home School Association. Our Home School Association helps support all of our efforts in providing communication with our parents. Our H.S.A. will be involved in communicating the purpose of the CAP program and getting parent involvement and attendance at the parent evening training.

5. Please provide a statement of future integration of Child Assault Prevention programming in the district. (Will there be plans to continue with a maintenance CAP program?)

We plan to utilize the skills taught through the program in conjunction with our Social Emotional Learning curriculum.

CONTRACT CRITERIA

A school district which chooses to nominate itself will meet the following criteria:

1. Will agree to have CAP County Coordinator and CAP Facilitators implement the CAP programs according to the design of the International Center for Assault Prevention, including:
 - a. **Administrative Set up Meeting** - 30-60 minutes - Involving principal and CAP County Coordinator to discuss all specifics of the programming and scheduling.
 - b. **Teacher-Staff Workshops** - Provide *1½ hours* of **continuous** and **uninterrupted** time for teacher/staff in service.
 - c. **Support Staff** - (e.g. bus drivers, crossing guards, maintenance, lunch aides and kitchen staff) will be invited to participate in parent or staff workshops.
 - d. **Parent Workshops** - Provide space to conduct a 1½ to 2 hour parent workshop.
 - e. **Pre-K**- Provide one hour on three consecutive days for the classroom workshop and for review time. The school will allow the post workshop review to take place in the classroom. Children interested in participating in the Review Time shall be permitted the time to attend.
 - f. **Kindergarten**- Provide one hour on two consecutive days for classroom workshop and for review time. The school will allow the post workshop review to take place in the classroom. Children interested in participating in the Review Time shall be permitted the time to attend.
 - g. **Elementary CAP Children Workshops** - Provide 1½ hours of uninterrupted time for each workshop and for post workshop review. The school will provide space for the post workshop review. Children interested in participating in the Review Time shall be permitted the time to attend.
 - h. **Teen CAP Student Workshops** - Provide additional staff coverage for day two and three. Provide time for each class to attend three student workshops on three sequential days, within a maximum of seven school days. The school will provide the following: space on the first day for one joint workshop which will include both male and female students; space for two separate and simultaneous workshops, one male and one female, the second and third day; space for the post workshop review for individual students to meet with workshop facilitators each day.
 - i. **Special Needs (Intellectually Disabled)** - Provide five consecutive days for student workshops (Day 1 and 5 taught by the classroom teacher. Day 2, 3 & 4 are presented by CAP Facilitators. One hour of uninterrupted time for each workshop and for post workshop review.) **(Note: This program is designed for students with moderate to severe intellectual impairment in self-contained special education settings. Students with mild intellectual disability should receive CAP in the regular education classroom with typically developing peers.)**
2. All elementary and/or secondary schools in a district will participate.
3. All districts will have school board approval.
4. All districts will have support of home/school organization.
5. All districts will be available for implementation during the months of September 2020-May 2021.
6. **All districts will participate in a CAP evaluation process which will require that each teacher complete an evaluation of the classroom workshop and the School Principal or Chief School Administrator complete an in-person exit interview with the CAP County Coordinator to be submitted to NJ CAP RTC.**

I have read and agreed to the above terms for application to this grant application.

District Superintendent Signature

Date

NEW JERSEY CAP TIME LINES/DEADLINES

By February 2020- CAP application will be available online at www.njcap.org .

By June 30, 2020 – **Application Deadline**- All District Superintendents interested in applying for CAP monies will complete the application, receive school board approval and return application to the CAP State Office.

By August 31, 2020- The CAP State Office in conjunction with County Superintendents and CAP County Coordinators will have selected school districts and notified them of this selection.

By January 31, 2021- All CAP grant workshops will have been scheduled with the CAP County Coordinator.

By May 28, 2021 - All CAP workshops will have been completed. Deadline extensions must be approved by the State CAP Office.

I have read and agreed to the above deadlines and I understand that they are essential for the efficient implementation of the CAP program within my district. I understand that by signing this document, the school district will be committed to implement the CAP Program as indicated by Timelines/Deadlines and Contract Criteria.

District Superintendent Signature

Date