

1-1-2012

Writing a PEP grant

Patrick Houk

Follow this and additional works at: <https://huskiecommons.lib.niu.edu/studentengagement-honorscapstones>

Recommended Citation

Houk, Patrick, "Writing a PEP grant" (2012). *Honors Capstones*. 1406.
<https://huskiecommons.lib.niu.edu/studentengagement-honorscapstones/1406>

This Dissertation/Thesis is brought to you for free and open access by the Undergraduate Research & Artistry at Huskie Commons. It has been accepted for inclusion in Honors Capstones by an authorized administrator of Huskie Commons. For more information, please contact jschumacher@niu.edu.

NORTHERN ILLINOIS UNIVERSITY

“Writing a PEP Grant”

**A Thesis Submitted to the
University Honors Program
In Partial Fulfillment of the
Requirement of the Baccalaureate Degree
With Upper Division Honors
Department of**

Kinesiology & Physical Education

By

Patrick Houk

**DeKalb, Illinois
May 2012**

University Honors Program
Capstone Approval Page

Capstone Title: "Writing a PEP Grant"

Student Name: Patrick Houk

Faculty Supervisor: Dr. Jenny Parker, Dr. James Ressler

Faculty Approval Signature: James Ressler Jenny Parker

Department of Kinesiology & Physical Education

12/2/11

HONORS THESIS ABSTRACT

The goal of school grant writing is to declare a need for funding that will aid in the development or advancement of equipment or programs. In my case, there was a need for building and improvement of the physical education department at Prairie Ridge High School. With the guidance of my supervisors, the goal was to present and explain what the high school would do with the funding if the grant was received. With the grant money I chose to enhance an existing Fitness Education curriculum model at the school, including the creation of a Fitness and Wellness Center as well as a program that gives outstanding students the opportunity to gain leadership experience through Outdoor Education.

One of the main aspects of this grant writing was to make sure the created programs are sustainable. With the funding it was important that measures were put in place to keep the programs' annual costs low and within budget for years down the road.

HONORS THESIS ABSTRACT
THESIS SUBMISSION FORM

AUTHOR: Patrick Houk
THESIS TITLE: "Writing a PEP Grant"
ADVISOR: Dr. Jenny Parker
Department of Kinesiology & Physical Education
2011

PEP GRANT
Patrick Houk

Objectives: The goal of this PEP Grant is to incorporate an outdoor education program and fitness and wellness center into Prairie Ridge High School. The outdoor education program will give outstanding students the opportunity to explore, learn, and grow through an outdoor education experience. The fitness and wellness center will work hand in hand with our pre-existing fitness based curriculum and give students and community members more opportunities to stay active.

Rationale: We at Prairie Ridge High School have created this proposal:

1. To enhance the 9-12 Physical Education program with fitness. Fitness is an important part of a healthy lifestyle and with our proposal the students will be able to further increase their fitness knowledge.
2. To connect the local community of Crystal Lake to Prairie Ridge High School through the use of our fitness facilities. Being active in the community is important for creating a strong society and the interaction our school will have with the city would be a tremendous opportunity for the young adults.

Details: The plan we have created can be broken down into two phases:

Phase I: Summit Outdoor Adventure Program

The Summit Outdoor Adventure Program is aimed to giving outstanding students an opportunity to take part in a fun and educational Outdoor Adventure After School Program. This program is aimed at increasing outdoor recreation and adventure knowledge through firsthand experience. It will be a great opportunity for those students involved because they will have fun, gain outdoor experience, and carry these skills on with them upon completion. In order for students to be eligible for this program they must be nominated by a teacher, administrator, or coach. The criteria for these students include:

- Display good character.
- Respects peers, teachers, and administrators.
- Has gone above and beyond in school, athletics, or in the community.
- Overcome adversity or a challenge in their lives.

This outdoor experience will be an excellent opportunity for the nominated individuals to gain additional leadership, teamwork, and outdoor skills.

Sustainability

An important goal of this program is to keep it running for years down the road. In order for this to happen our program must be cost effective. With the onetime grant funding we plan on making the necessary steps to keep the costs down for the life of the program.

A detailed explanation of the programs events, equipment, and budget is listed on the next few pages. We would like to be able to keep this program running for years down

the road and we have created some ways to prolong the life of this idea. Some of these ideas include:

- *Participation fees*- each student that is nominated for this program will be required to raise or pay a fee of \$100. If the student chooses that they would like to fundraise then they can come up with fundraising ideas (i.e. selling candy, raising money through exercise such as running laps, catalog sales, local merchant discount sales, etc.).
- *District teachers to assist in outdoor education training*- in order to cut costs and sustain this program we will be using the knowledge of some of the district teachers to help train our teachers running this program. Instead of paying outside companies and personnel to travel to our school to teach students we will be able to use our own teachers at no cost to the school.
- *Reach out to Outdoor stores and buy equipment in bulk*- equipment is expensive and since we only need to buy it once in the beginning of this program we will be buying in bulk from Physical Education suppliers such as Gopher. The first group of students selected will help fundraise for the equipment necessary. The whole school will be included in this fundraising process. Half of the proceeds will go to charity and half of the proceeds will directly aid this program.

Phase IIa: Pro Performance Fitness & Wellness Center

With the PEP Grant funding we would like to enhance our aging fitness facility. We are in need of facilities facelift due to our enrollment increase and high volume of use from our fitness curriculum. Included in the fitness and wellness center would be the following:

- Weight room upgrades
- Multipurpose activity room (Yoga, Pilates, Plyometrics, etc.)
- Athletic Training/Physical Therapy room
- Nutrition Office

With this fitness and wellness center the students will have more opportunities to become knowledgeable on staying fit and healthy for life. This would greatly improve and help our fitness unit and would allow the physical education department to work with students on increasing their fitness knowledge.

The fitness center and the facilities it encompasses will be open after school hours to the community. Community members will pay membership fees that will be used for upkeep, maintenance and payroll for student employees.

Allowing community members to join this fitness and wellness center helps students to connect with the community. We hope to attract people who run businesses, shops, and work in the area to come and join our facility.

During after school hours, student employees and experts in the field will be employed for each of the areas we have created. The experts will be available to community members at costs specified by the individual practices. The availability and access the students and community members have will help give them a well-rounded approach and knowledge about leading a healthy lifestyle.

Phase IIb: Kinesiology and Physical Education (KNPE) Learners Unit

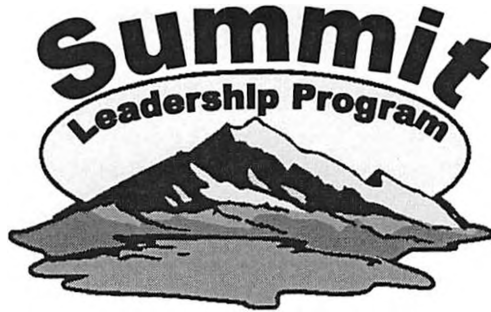
Along with the addition of the facilities being created the physical education department will be incorporating the equipment into our fitness based curriculum. We have adopted a new unit within the fitness based curriculum titled, the “KNPE Learners Unit” and it will give students the opportunity to explore careers in this particular field of study. Throughout this unit the students will get to learn all about fitness center management, nutrition and dietetics, and athletic training and rehabilitation. This unit will be an excellent experience for those interested in the exercise related field of study. An example of a block plan for this unit is included below:

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	Fitness Center Management Week Intro to management: tour of facilities and duties of staff.	Fitness Center Management Week Weight room Management	Fitness Center Management Week Fitness Center finance and budget information	Fitness Center Management Week Current Issues/ Conflict Management	Fitness Center Management Week Exam
Week 2	Nutrition/Dietetics Week Intro to staff and tour of facility and content	Nutrition/Dietetics Week Basic Nutrition Overview	Nutrition/Dietetics Week Nutrition for Athletes	Nutrition/Dietetics Week Current Issues in nutrition	Nutrition/Dietetics Week Exam
Week 3	Athletic Training/ Rehabilitation Week Intro to staff and tour of facility and equipment	Athletic Training/ Rehabilitation Week First Aid/CPR training	Athletic Training/ Rehabilitation Week First Aid/CPR training	Athletic Training/ Rehabilitation Week Current Issues (Injuries in sports)	Athletic Training/ Rehabilitation Week Exam

Overview

The PEP Grant funding would greatly benefit the students, faculty, and community members and would help them achieve and maintain a healthy lifestyle. This program would also give outstanding students the opportunity to gain resourceful leadership experience through adventure based learning. The funding will jump start our goal of developing healthy, active and future leaders of America.

Phase I



"Attitude Determines Your Altitude."

Objective: The goal of this program is to give students the opportunity to explore, learn, and grow through an outdoor adventure based after school program. Through this program students will gain friendships, leadership experience, and a passion for adventure based learning.

Details: The Summit After School Program is aimed at giving outstanding students the opportunity to gain further knowledge and experiences in outdoor adventure activities such as:

- Kayaking/Canoeing
- Rock Climbing
- Hiking
- Mountain Biking
- Camping
- Orienteering
- Team building

The after school program will meet twice a week to plan, discuss, and learn about upcoming events the program will be going to. On the week a trip or outing is planned the students will only meet for that trip. During the class meeting times the students will be learning about skills and tactics that can be used out in the field such as:

- Campfire cooking
- Belaying
- Proper campsite setup/ etiquette
- Mountain Bike maintenance/repair
- How to use a compass

Training/ Personnel

The people who are running this program will include teachers and administrators within the school district. Teachers will be required to serve at least once per year for a specified number of days towards their professional development. This is a service program in which they will aid in enhancing the leadership skills of those students nominated. Involving our school district teachers will keep costs at a minimum and will prolong the life of this program.

Over the summer the Guides, or volunteer teachers, that are involved get training on outdoor adventure skills. The training will cover a wide variety of skills that are to be taught throughout the semester. As soon as the first group of teachers learns these skills they will be able to pass them on to future volunteer teachers. This keeps costs down and sustainability up heading into every new school year. During the first year, the teachers will be trained at facilities listed

below. After the initial year, these teachers will be able to pass along their knowledge without the need to pay outside parties. The activities and places are listed below.

Activities

Rock Climbing- The North Wall Rock Climbing Gym in Crystal Lake, IL will be hosting us and will teach us rock climbing basics, etiquette, and a belaying course.

Kayak/Canoe- The Three Oaks Recreation Area will be the location of this training. Here the Guides and Pack Leaders will be learning paddling techniques, proper entry and exit, as well as tactics needed to navigate the water.

Hiking/Camping- For the hiking /camping training we will travel to Starved Rock State Park where we will learn the basics of hiking, proper equipment, and safety on the trail. An Illinois State Park Ranger will be giving a talk on safety and the park's features.

Mountain Biking- The mountain bike training will be split into two different days in which one day we will learn about bike maintenance and repair. John from the North Central Cyclery in DeKalb, IL will be visiting the school to show us things that include: flat tire repair, chain repair, brake and derailleur adjustments, and riding technique. The second day we will be traveling to Kettle Moraine South State Park to explore trail riding, get acquainted with the location, and to practice our riding technique to show to students.

With the PEP Grant funding...

The PEP Grant funding will be used to buy equipment, train staff, and cover the cost of the trips throughout the semester.

(See Attached)

Phase II:



UNIT & Wellness Center

Health Related Physical Fitness Unit & Wellness Center

Our school is lacking in health related physical fitness equipment and we would like to incorporate that content area into the physical education program. Due to the increasing amount of obese children we currently have a fitness-based curriculum at Prairie Ridge High School. Our fitness curriculum is in need of facilities where the content can be taught. Throughout our curriculum the Physical Education Department has decided to bring in volunteer speakers from the community who are experts in their particular field. Along with the speakers, some of the content students will be learning is listed below.

During the learning time the students will gain knowledge in:

- Aerobic exercise
- Anaerobic exercise
- Strength building techniques
- Flexibility
- Proper Nutrition
- Training program development

Steve Smith- Steve will be coming in to talk to us about strength building techniques. He is a Certified Personal Trainer (CPT) and Certified Strength and Conditioning Specialist (CSCS) who works over at Lifetime Fitness training clients. His expertise in this field will give the students a solid strength training foundation to learning.

Joe Miller- Joe is a certified Nutritionist who teaches fitness and nutrition classes over at McHenry County College. He has been in this field for 25 years and will share nutrition information as it relates to fitness with the students.

Katie Robinson- Katie is a former division I gymnast and health teacher here and will be demonstrating flexibility techniques to prevent injury and increase range of motion.

Prairie Ridge High School Alumni Athletes- Alumni from PRHS who play or have played college athletics will be invited back to talk about their experiences. They will talk about their particular sport, the training they have gone through, and routines they follow as an athlete.

With the PEP Grant funding...

The PEP Grant funding will be used to buy equipment and cover the cost of the speakers for our physical fitness unit.

(See Attached)

Along with the unit, the school is in need of facilities to hold these physical education classes and after school fitness center. With funding, we hope to completely revamp our aging facilities.

The new facilities will consist of:

- **Weight room**
- **Multipurpose Activity Room**
- **Athletic training/ Physical Therapy room**
- **Nutrition/Wellness Office**
-

Gym: Hours/Memberships

The gym will be open after school ends from 2:15-8:15 pm and it will be manned by a total of four students who work two-three hour shifts. This gym will be open to community members at a membership cost of \$120 and \$10 dollars for each additional person. These funds will be used to compensate the student employees as well as be used for upkeep and maintenance of the facilities.

FACILITIES

A. Multipurpose Activity Room

The multipurpose activity room will serve as a space that yoga, pilates, zumba, and stretching room. This room will be open during the after school hours and there is a weekly schedule of classes put in place for students/members who are interested. The classes will be held by volunteer parents and/or students who are experienced in a particular class. These classes give the students and community members an alternative way to exercise that is upbeat and fun.

B. Athletic Training/Physical Therapy Room

The AT/PT room is going to be used for students and athletes that need any attention that includes: injury, recovery, and rehabilitation. Most students or athletes who are injured go to other rehabilitation institutions after school and the idea is to have the students do physical therapy or rehabilitation during the school day at PRHS. This room will be open for hospitals and rehabilitation facilities to rent out and the costs associated will be dealt with between the client and the service provided.

Nutrition/Wellness Center

The nutrition and wellness center is a department that will be staffed by a nutrition expert or professional. The room contains magazines, books, and videos that relate to nutrition and exercise. This room will give students the opportunity to research and gain information on topics in the nutrition world as it relates to exercise and athletics.

STAFF

Weight Room Staff

The weight room staff will include PRHS students who are interested in holding an employment position. The students will get paid minimum wage and their compensation will come from the memberships that are sold as well as the grant money raised. The weight room staff will be responsible for checking in students and community members as well as cleaning up weights, re-racking bars and dumbbells, and keeping the machines and room clean and sanitary.

Athletic Trainer/Physical Therapist

PRHS has an Athletic Trainer on staff and that individual will be in this department. Alongside the athletic trainer the physical therapy department will be staffed by outside parties. The job of the Athletic or Physical Therapist is to help injured or recovering students and athletes during their period of physical education. Keeping these students involved throughout the school day will greatly help the rehabilitation process.

Nutritionist

The nutrition expert in this field will serve as an outlet for students and athletes. During the day this nutritionist will be on staff to answer any questions students may have. On top of that the nutritionist will help to create healthy eating programs for students, athletes, and sports teams as a whole. Having the nutrition expert will give students who are misinformed, interested, and are in need of guidance an outlet to seek advice from.

Volunteer Activity Instructors

The multipurpose room will be available to community members to hold any sort of exercise class, host a club, or serve as a meeting place for local companies. Classes and times will be based upon the times each class, club, etc. sets. These times will be available through our website: www.d155.org/properformancesfitness The website will provide an outline for each week and will have the updated classes and times posted.

Fitness Center Equipment			
Weight Training		Multipurpose Room	
Dumbbell Set	\$3,000	Mats (50) @ \$10	\$500
Pullup Bars (3) \$100	\$300	Balance Indo Boards (10) @ \$100	\$1,000
New Dip/Pullup Station (2)	\$600	Precor Stretching Machine	\$500
New Squat racks (5) @ 1000	\$5,000	Stability Balls (10) @ \$50	\$500
Bench Press Stations (2)	\$4,000	Sit and Reach Boxes (2) @ \$200	\$400
Bars, Weight Plates, clips	\$5,000	EZ Glide Slide Boards (10)	\$2,000
Rubber Flooring for Room	\$2,500	Resistance Bands	\$1,000
Smith Machines (2) @ \$2500	\$5,000	Plyometric Boxes	\$1,000
Kettle Bells (5lbs-50lbs)	\$1,000	Speed Ladders	\$500
Power Ropes (2) @ \$200	\$400	Sound/Speaker System	\$2,500
Cybex Weight Machines (Chest, back, biceps, triceps, abdominals, quads, hamstrings, calves)	\$25,000		
Sound/Speaker System	\$2,500		
Mirrors in fitness room	\$5,000		
Equipment Cleaner (Bulk)	\$500		
Flatscreen TV's (10) @ \$750	\$7,500		
Total:	\$67,300	Total:	\$9,900
Aerobic Equipment		Nutrition/ Body Composition	
Spin Bikes (10) @ \$1000	\$10,000	Nutrition Packets (500) @ \$1	\$500
Treadmills (10) @ \$1000	\$10,000	Skin Fold Calipers (10) @ \$150	\$1,500
Rowing Machine (4) @ \$750	\$3,000	BMI Calculator (2)	\$250
Stair Stepper (2) @ \$1500	\$3,000		
Ellipticals (5) @ \$1,000	\$5,000		
Weighted Jump Ropes (25)	\$500		
		Other	
		T Shirts for Students (50)	\$500
		Weight Lifting Technique Posters	\$150
HR Monitors (50) @ \$50	\$2,500		
Pedometers (50) @ \$25	\$1,250		
Total:	\$35,250	Total:	\$2,900
Total: \$115,350 Total w/ Summit Program: \$139,240			

Summit After School Program Budget

Equipment		Rentals	
Mountain Bikes (20) @ \$300	\$6,000	Kayak 3hr Rental (10) @\$15	\$300
Backpacks (40) @ \$150	\$6,000	Canoe 3hr Rental (20) @ \$15	\$600
<u>Camping Accessories:</u>		Rock Climbing Harness/Shoes (40) @ \$10	\$400
Tents (10) @ \$150	\$1,500	Rock Climbing 3 hr Gym Rental	\$500
Sleeping Bags (40) @ \$50	\$2,000	Campsites (5) @ \$20	\$100
Stove (10) @ \$100	\$1,000	Total:	\$1,900
Sleeping Pads (40) @ \$25	\$1,000		
Cooking Utensils	\$50		
Dry Camping Food	\$500		
Total:	\$7,250		

Staff Summer Training

<u>Transportation (10 People)</u>		<u>Rentals/ Equipment</u>	
Van:		Kayak 3hr Rental (5) @\$15	\$75
Starved Rock	\$200	Canoe 3hr Rental (5) @ \$15	\$75
Kettle Moraine	\$300	Rock Climbing Harness/Shoes (10) @ \$10	\$100
North Wall	\$300	Rock Climbing 3 hr Gym Rental	\$500
Three Oaks	\$300	and Belay Class	
		Mountain Bike Class	\$250
Total:	\$1,300	1 Night Camp (2 sites) \$20	\$40
		TotalL	\$1,040

Trips

<u>Transportation (10 People)</u>		<u>Rentals</u>	
Bus:		See Rentals Above	
Starved Rock	\$400		
Kettle Moraine	\$400		
North Wall	\$400	<u>Equipment</u>	
Three Oaks	\$400	Equipment purchased will be used	
Total:	\$1,600		

Timeline

In order to systematically go through with the projects outlined above it is necessary to have a timeline that keeps up the progress of implementing these programs. Below is the one year time period in which all of the above is described.

Fitness & Wellness Center

Month 1-3

Begin remodeling the physical education Weight room and activity rooms.

Month 4-6

Continue construction of the weight room And activity rooms. All weight room Equipment will be ordered at this time.

Month 7-9

Finish up construction of the weight room And prep for new equipment.

Month 10-12

Receive new equipment, set up and finish up Final touches on the weight room and activity Rooms.

Funding



Outdoor Education

Month 1-3

Introduce Outdoor Education program to teachers and administrators.

Month 4-6

Open teacher applications for those who wish to volunteer.

Month 7-9

Open student applications for teachers to send in outstanding student recommendations.

Month 10-12

Order the equipment necessary and begin training staff for the upcoming year.