



**NEW JERSEY CHILD ASSAULT PREVENTION  
2010/2011 Grant Application  
K-8 “No More Bullies, No More Victims”**

“No More Bullies, No More Victims” is an initiative of the New Jersey Child Assault Prevention’s (NJ CAP) for schools (grades K - 8<sup>th</sup> ). The most effective prevention program for any school or district is one which involves the entire school community. As such, the CAP bullying prevention program offers a series of workshops for staff, parents and students to assess the specific nature of bullying in the school, to train adults in appropriate intervention strategies and to improve student interaction. (See pages 4, 5 & 6 for time lines, program component, and contract criteria.)

**This application is to be completed for each participating school in the district.** The School Principal will complete the application, review and sign implementation timelines and contract criteria, and return to **CAP State Office/EIRC**, by **June 30, 2010**.

**Schools applying for CAP funding must provide a minimum of 50% of the total cost of implementation.**

Exceptions to this provision must be approved by the State CAP Office/EIRC. If your district is eligible for urban aide funding or can document financial need and other related factors, the provision may be waived. Please attach documentation when requesting exemption from the 50% funding requirement.

**Depending on availability of funds, the school may be responsible for additional funding.**

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**(Please Print)**

COUNTY: \_\_\_\_\_ SCHOOL DISTRICT: \_\_\_\_\_

SCHOOL NAME: \_\_\_\_\_  
(one application per school)

SCHOOL PRINCIPAL: \_\_\_\_\_ Email: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

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## NJ CAP

A project of the Educational Information and Resource Center (EIRC)  
107 Gilbreth Parkway, Suite 200  
Mullica Hill, NJ 08062  
Phone – (856) 582-7000- Fax: 856.582.3588  
[www.njcap.org](http://www.njcap.org)



**PLEASE COMPLETE THE FOLLOWING:**

1. When did your district last implement the CAP Elementary Program?
  
2. If applicable, when did you last implement the “No More Bullies, No More Victims” (NMB,NMV) program? In what grades was the program implemented?
  
3. What needs do you think the NMB,NMV program will meet in your school and/or community?
  
4. What kind of broad-based support will your school provide for the program?  
This statement should include:
  - in-kind contribution which teaching staff will render on behalf of the project (e.g. in-service time, curriculum additions focusing on bullying prevention issues, bulletin boards, etc.)
  - commitment which the parent/home organizations will render on behalf of the project
  
5. A statement of the service which parent/home organizations will render on behalf of the project?
  
6. How will the NMB, NMV fit into your current social skills program?
  
7. A statement on future plans on follow up of this K-8 program. Will you provide for the maintenance phase of the program for next year? A school steering committee will be developed as a result of this program. Will you support and encourage its continuation? Will you include CAP in your character education/ health curriculum in the future?

Name of School: \_\_\_\_\_

## **NEW JERSEY CAP TIME LINES/DEADLINES**

**By February 2010**- CAP State Office will have communicated with all county superintendents, notifying them of the potential Child Assault Prevention monies in their county. This notification will be accompanied by program time lines, program description, and county coordinator roster.

**By March 2010** - CAP application will be available on-line at [www.njcap.org](http://www.njcap.org)

**By June 30, 2010** - All School Principals interested in applying for CAP monies will complete application, receive school board approval and return application to the CAP State Office.

**By September 10, 2010** - The CAP State Office in conjunction with School Principals and County Coordinators will have selected schools and notified them of this selection.

**By January 31, 2011**- All workshops will have been scheduled with the CAP County coordinator.

**By April 1, 2011** - All adult and student workshops will have been completed. Deadline extensions must be negotiated with the State CAP Office.

**Program evaluation will be completed one month following the finalization of services and will be conducted by CAP county coordinator in conjunction with school administrator.**

**I have read and agreed to the above deadlines and I understand that they are essential for the efficient implementation of the “No More Bullies, No More Victims” program within my school.**

\_\_\_\_\_  
School Principal

\_\_\_\_\_  
Date

## CONTRACT CRITERIA

**A school that chooses to nominate itself will meet the following criteria:**

1. Since the basic CAP curriculum forms the foundation for the “No More Bullies, No More Victims” program, schools must have had CAP within the three years preceding implementation of the NMB/NMV program.
2. Will agree to have CAP county coordinator and CAP facilitators implement the “No More Bullies, No More Victims” program according to the design of NJ CAP, including:
  - a. **Administrative Meeting**-30-60 minutes. This meeting should be scheduled in the fall of the school year. The CAP County Coordinator will meet with administration to discuss all specifics of the program.
  - b. **Staff In-service**-1½ to 2 hours of continuous and uninterrupted time for teacher/staff in service. All school staff are invited including cafeteria workers, playground aides and any auxiliary staff who interfaces with the children.
  - c. **Implementation/Planning Committee**-This group will be comprised of Principal, school nurse, counselor, parent, student and staff representatives, etc. They will act as a steering committee for the implementation of the program and will meet after the staff inservice and prior to the classroom workshop. Their initial meeting will be 30-60 minutes with the CAP coordinator to discuss the specific needs of the school community and plan the implementation of school workshops. They will again meet at end of the program during the program review.
  - d. **Parent Workshop**-1½ to 2 hours. This workshop gives parents the opportunity to discuss the problem of bullying behaviors in the school community and to give strategies to help their children who may be victims, bullies or witnesses.
  - e. **Student Workshops**-Developmentally appropriate for students in Kindergarten through 8<sup>th</sup> grades. This workshop helps sensitize students to the roles of those victimized, those exhibiting bullying behavior and witnesses. Strategies to de-escalate bullying will be presented.

**Kindergarten workshops will not be implemented until January of the school year.**

**K-5 grades** – two 1 hour classroom presentations and 30 minute review time

**6<sup>th</sup>-8<sup>th</sup> grades**- two 40 to 60 minute classroom presentations and 30 minute review time for every two classes

**Review Time** – The school will provide space for post workshop review. Children interested in participating in review time should be permitted the time to attend. Review time allows students the opportunity to individually discuss issues about bullying. Specific incidents of child against child abuse will be handled and referred appropriately.

- f. **Program Review Meeting**-60 minutes. Takes place within one month of concluding the student workshops and is attended by the original Implementation Steering Committee, the principal, school nurse, counselor, parent, staff and student representatives, etc., and CAP coordinator. A report will be given to the committee which will summarize the amount and severity of bullying in the school from the school communities perspective. A suggested timeline will be given to the committee for ongoing de-escalations of bullying in the school, including setting up school policies, adult intervention and community committees on bullying. The Implementation Steering Committee will be encouraged to continue as the group which will oversee the prevention of bullying in the school.
  - g. **Exit Interview**-Within 6 weeks after completing the workshops. This meeting will allow feedback from school administrator and a written evaluation.
- 3. All schools will have support of home/school organization.
  - 4. All schools will be available for implementation during the months of September 2010 – April 2011.
  - 5. All schools will participate in a CAP evaluation process which will involve evaluations of the classroom workshop by classroom teacher and an exit interview with School Principal or Chief School Administrator.

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

\_\_\_\_\_  
School Principal

\_\_\_\_\_  
Date