



SY 2025 - '26 SPORTS IN EDUCATION PROGRAM GUIDELINES FOR SCHOOLS & SCHOOL DISTRICTS

A HUDSON COUNTY OFFICE OF
CULTURAL & HERITAGE AFFAIRS |
TOURISM DEVELOPMENT GRANT
PROGRAM

For programs to be offered between November 10th,
2025 to May 1st, 2026

APPLICATION DATES

Opens:
April 7th, 2025 at 12:00AM

Closes:
May 12th, 2025 at 12:00AM



Contact

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Cultural & Heritage Affairs
Tourism Development

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INTRODUCTION

Hudson County Office of Cultural & Heritage Affairs/ Tourism Development (HCOCHA/TD) offers funding support for approved sports in education programming for the school year beginning November 10th, 2025, through May 1st, 2026. This grant is administered by the HCOCHA/TD, a unit of Hudson County government, by authority of Hudson County Executive Craig Guy and the Hudson County Board of County Commissioners.

The Sports in Education Program will provide funds to non-profit sports organizations that will give sports instruction and education to students at participating schools in the county. The development of a program has begun for the 2025/2026 school year by connecting local organizations with Hudson County School districts. The organizations will provide integrated and aligned physical curriculum of the schools. Coaches will work closely with the educators in the schools to enhance not only physical but learning opportunities and embed the grades 3 -12 programs into standard curriculum.

The vision for the 2025/26 school year is to create a platform for which the Hudson County Schools may apply for programming through the Hudson County Office. In the long run the program will increase all students' access and knowledge to sports integration education within Hudson County and partnership will increase opportunities for furthering extracurricular sports activities.

MISSION

Sports in Education Program aims to provide leadership, planning facilitation, sports fundamentals and support for enhanced sports learning and education throughout Hudson County and provide access to those who would not otherwise have it.

VISION

To develop and maintain partnerships that further sports learning grades 3-12, that enhance the current curriculum with Hudson County-specific content, and that create opportunities for students' meaningful physical education.

GOALS

- To initiate and maintain a Sports in Education program bridging the gap between all Hudson County team sports, youth leagues, private sports programs and clinics. The programming goals would be to provide students an alternative to learn and have a better understanding of teamwork, fundamental gross motor skills development, more confidence, promote healthy competition, a higher overall sports IQ, problem solving-skills, and overall physical health benefits.
- To facilitate learning through sports integration programs that engage students and increase access and participation to quality sports education and gives a sound foundation for sports knowledge to progress and advance to an individual sport.
- To develop and sustain partnerships with Hudson County schools and sports education enhanced learning opportunities for 3-12 and beyond with support from grants and sponsorships.
- To provide students and youth with more authentic and enjoyable sport experiences than what we typically see in traditional physical education lessons; through fun and engaging activities to instill lifelong habits of physical fitness, teamwork, and self-confidence in our young participants.
- To emphasize the importance of proper nutrition, exercise, and overall mental health wellness, equipping students with the knowledge and skills they need to make healthy choices both now and in the future.

PRIORITIES FOR FUNDING

Special consideration will be given to proposals of quality, innovation, and merit that address the following priority issues:

Programs that center learners: of ***varying abilities***; in non-traditional academic programs; of culturally diverse or of “economically disadvantaged” in underserved communities.

Promote the growth of sports, sports organizations, and educational sports programs serving students grades 3 to 12 in Hudson County.

Programs that focus on students with disabilities or students facing other barriers to success (economic, geographic, ethnic, or other specified limiting factors).

Expand the influence of Hudson County athletes and students to a broader sphere.

Support of the sports in municipalities in northern and western municipalities of Hudson County.

Programs that are flexible and can be provided to a variable number of students and within a variable amount of time within the program period.

ELIGIBILITY

A school and/or school district must: 1) meet one or more of the Priorities for Funding and 2) be located in Hudson County, NJ.



SCHOOLS - ELIGIBLE TO APPLY FOR ONE(1) SCHOOL

- Individual Public School
- Individual Public Charter School



SCHOOL DISTRICTS - ELIGIBLE TO APPLY FOR TWO(2) - FIVE(5) SCHOOLS

STUDENT SELECTION PROCESS



Our student selection process for the Sports in Education program is designed to identify motivated, well-rounded individuals who demonstrate both academic commitment and a passion for sports. We consider factors such as academic performance, teacher recommendations, and a personal interest in the program.

Diversity and inclusion are key priorities, ensuring all students, regardless of background, have the opportunity to participate. Through this process, we aim to choose students who are not only eager to learn and grow but who will also contribute positively to the program's community. Below please find the template requirements for the student selection process.

ACADEMICS

- Students that are not failing **ANY** classes
- Student has great work ethic in their classes

DISCIPLINE STATS / BEHAVIORAL EXPECTATIONS

- Students that have had discipline issues but, have shown improvement
- The student is always present to school
- Follows school rules and guidelines

ATHLETICISM

- Shows potential for athletic growth
- Shows leadership skills
- Ideally not currently participating in school's sports teams

OTHER

- Students that are **FULLY** committed for the entire 18-week program
- 50/50 Gender
- Up to 6 students from each grade level
- Students who need extra emotional support
- Students struggling with being social

PROGRAM DETAILS

THE RUNDOWN

LENGTH OF PROGRAM

18 Weeks / 2 hours per week per school (minimum)

GRADES

3 - 12

STRUCTURE

- **2 hours a week per school** would be focused on a combination of Youth Sports Training and Sports Education and Wellness.
- **Hybrid programming:** option available for in-school and/or after school

The Hudson County Sports in Education Program is scheduled to launch in the Fall of 2025 which will entail the following:

- Include drafted lesson plans with clearly stated learning goals, intended outcomes, and a means for evaluation.
- Take place in-school, during the school day, in grades Three (3) to Twelve (12).
- Align with the [New Jersey Student Learning Standards for Comprehensive Health & Physical Education \(NJSLS-CHPE\)](#) and be embedded in the school's curriculum
- Participate in the Sports in Education Combine

HYBRID PROGRAMMING IN SCHOOL

The schools awarded for the in-school selection process will follow the regular duration of time in the period that the school days follow. We will have our trainers/coaches come to school at the selected date and time slot approved by the school. The trainers then will come in early to set up for the drills and lesson plans they have prepared for the day.

AFTER SCHOOL

The after-school selection will be an hour after school once the awarded schools/school districts select their available dates and time slots for the organization. The trainers then will come in early to set up for the drills and lesson plans they have prepared for the day.

PROGRAM CURRICULUM

The Sports in Education program aligns with the state curriculum. Following the mission and visions of the state requirements. For example, making sure all students will acquire the knowledge and skills of what is most essential to become individuals who possess health and physical literacy and pursue a life of wellness.

A quality comprehensive health and physical education program fosters a population that:

- Maintains mental health awareness and relies on social/emotional support systems.
- Engages in a physically active lifestyle.
- Maintains awareness of health and wellness and how to access resources.
- Recognizes the influence of media, peers, technology, and cultural norms in making informed health-related decisions as a consumer of health products and wellness services.
- Practices effective cross-cultural communication and conflict resolution skills.



- Build and maintain healthy relationships
- Accepts and respects individual and cultural differences; and
- Advocates for personal, family, community, and global wellness and is aware of local, national and global public health and climate change.

APPLICATION POINTERS

- Please read these guidelines carefully, in their entirety, before you begin the application online.
- As with all other grant programs, SiEP grants are awarded to support and acknowledge a meritorious proposal.
- The SiEP grant program is highly competitive. A successful applicant will have articulated the standards enumerated in the EVALUATION OF PROPOSALS CRITERIA THROUGHOUT ITS APPLICATION.
- When composing your narrative, please consider the need your mission is addressing in your School(s) located in Hudson County. Cite relevant information. Present supporting facts for stated assumptions. Use clear, understandable language (jargon or acronyms discouraged) and be brief, concise, and simple.
- Be sure to describe student population you are targeting for these programs by including details about varying abilities, known disabilities, cultural diversity, race, and/or economic status using the most current data from your school.
- Evaluation and impact data may be obtained together in an array of techniques. Please indicate your techniques for evaluating the impact of programs in your sports in education program; for example, pre- and post-surveys, examinations, questionnaires, comment sheets, and statistical information, when describing your evaluation and assessment of the impact on students and measuring the success of your sports in education programming.
- Student selection process- Please REVIEW the student selection process guidelines which are key to reaching our target audience.

SCHOOL PROFILE

You will be asked to apply as an **INDIVIDUAL SCHOOL (one school)** or as a **SCHOOL DISTRICT (multiples schools)** on behalf of your district. You can apply for either in-school, after school programming, or both. Then you will answer a series of questions about your school or your district regarding the types of sports in education programming that your school/district offers currently and the types of sports in education programs that you would like your students to have access to.

We also ask for the total amount of financial resources that your school may be able to contribute to this program, however, this is not required.

SCHOOL DISTRICT

- If you are a District Supervisor and would like to apply on behalf of several schools in your district you will choose SCHOOL DISTRICT.

INDIVIDUAL SCHOOL

- If you are a District Supervisor and applying on behalf of only one school, you will apply as an INDIVIDUAL SCHOOL and follow those instructions.



PROGRAM QUESTIONS

In this section you will be asked to answer a few questions based on the needs of your Individual School or School District:

- The **municipality** that your school or school district is located in within Hudson County.
- The **grade level(s)** in your school or school district that you would feel there is a need to increase sports in education programming access with this grant.
- **Description of any indoor and/or outdoor space** on the school premises that is used or can be used for sports/physical activities.
- **2025-'26 School Calendar** or Latest School Calendar available at the time of this application.
- **Current Board of Directors**

ACCESSIBILITY

The Americans with Disabilities Act (ADA), signed into Federal law in 1990, requires that all public programs and services be made accessible to all people, regardless of their physical or developmental challenges. You must indicate how students with disabilities are considered for inclusion and the number of those students included in your program requests once you are awarded with an SiEP grant.



EVALUATION OF PROGRAM REQUESTS

After all applications have been reviewed by HCOCHA/TD staff for eligibility and guidelines compliance, the Sports in Education Peer Review Panel will be asked to evaluate and score each proposal based upon criteria that includes the following:

- The **merit** of the request.
- The applicant's demonstration of **servicing the needs of its students**.
- The applicant's demonstration of **a process for choosing your school's programming needs**.
- The applicant's presentation of **clear, relevant answers** to all questions.
- The applicant's submission of a **complete application** including all documents requested in the online application.
- The applicant presents **how students of all learning capabilities will be included and supported in each requested program**.

Representatives of HCOCHA/TD will visit the school to observe and evaluate the funded programs during the Sports in Education Combine. Staff will complete a program evaluation report, which will include fulfillment of the funded project, teacher and student response, and an assessment of the quality of the program.



ANNOUNCEMENT OF AWARDS & NEXT STEPS

SiEP grant awards are announced by letter through email. Please read the following carefully regarding the Preliminary Planning Meeting (PPM) and Final Surveys.

APR- MAY	School & School Districts Application Open
MAY-JUN	Award Announcements for Organizations and Schools
JUN-OCT	Preliminary Planning Period
NOV- MAY '26	SiEP Programming Begins

PRELIMINARY PLANNING MEETING

Once your school/school district is awarded to collaborate with an organization, you will receive a meeting request for a Preliminary Planning Meeting (PPM) prior to the start of the program. AFTER you have conducted your initial Preliminary Planning Meeting(s) (PPM) and have confirmed a timeline and logistics for your program, you will then confirm details with ACTUAL DATES for programming.

The school and organization must, without delay, reach out to each other to discuss the proposed program and set up a Preliminary Planning Meeting prior to the start of the program this **November 3rd**.

The SCHOOL APPLICANT must provide a liaison to the ORGANIZATION to conduct the preliminary planning meeting and to work out ALL logistics available for the program, such as location, digital capabilities, smart tv's, final presentation location, basic tools needed, supplies, etc.

Schools and organizations will provide basic equipment to the best of their ability.

The school liaison along with educators who will be participating must be introduced and meet with the organization PRIOR to the START DATE in order for the organizations to collaborate with the educator present in the programs. The organization **MUST** have prior approval from the school for ALL aspects of the program; including things such as, working with students during afterschool hours. These permissions are not guaranteed.

Both school and organization must consider the School Calendar and scheduled abbreviated days, School Closings, parent nights and afterschool events that may interfere per each individual school's schedule when scheduling the program timeline.

If the school closes due to unforeseen circumstances, the school may give approval to extend the program, however, the organization **MUST** request and receive APPROVAL from the school to schedule the extension of the program beyond the proposed END DATE agreed upon with Hudson County. Any changes must be sent in writing to HCOCHA/TD for funding purposes.

If the organization misses or cancels a program session due to unforeseen circumstances, the organization **MUST** contact the SCHOOL ASAP and request extension of the program and **ONLY** with the school's approval may schedule that session on a day that is approved by the SCHOOL. Any changes must be sent in writing to HCOCHA/TD for funding purposes.

ANY other changes made to the program schedule once confirmed, must be sent in writing via email to the HCOCHA/TD for funding purposes.

Any other unplanned interruptions, such as school cancelation or illness, during the program that will affect the agreed upon schedule must be sent in writing to the HCOCHA/TD and will be documented keeping track how often the SCHOOLS cancel for funding purposes.

Attendance schedule must be monitored and organizations will renew the attendance regularly. If more than 5 absences occur, the student will be dismissed from the program.

FINAL SURVEYS/REPORTS

The HCOCHA/TD requires that the ORGANIZATION is responsible to distribute a digital SiEP Organization Survey to all educators who participate in the program to be completed within 1 week AFTER the program Sports in Education Combine or END DATE. All surveys must be received prior to Final Payment of funds to the ORGANIZATION.

The HCOCHA/TD requires that the SCHOOL is responsible to distribute 2 surveys:

1. SiEP STUDENT Surveys (post surveys distributed by the SCHOOL liaison or schoolteacher to the students); and
2. SiEP SCHOOL Survey to be distributed to all educators who participate in the program. Both surveys are to be completed within 1 week AFTER the program Sports in Education Combine or END DATE.

THINGS TO KEEP IN MIND

Please be aware that you may be contacted for copies of relevant news clippings, website descriptions, photos, and videos for Hudson County to help promote the Hudson County Sports in Education Program. Organizations and schools must seek media release permission to include students and educators in any news media, social media, or promotional activities.

Once you are partnered with the organization, the school or school district is responsible for providing the organizations(s) with ALL required documentation/materials in order to work with students in their buildings PRIOR to scheduling programming, during your Preliminary Planning Meetings. This may include, but not limited to, NJ State Fingerprinting/Background Check. Liability Insurance, Vendor Contracts, etc. for the organization and ALL staff that will be working directly with students in the school setting

SPORTS IN EDUCATION COMBINE

The Sports in Education Combine is required which is a final day for all students who participated, name a champion from each grade based on player profile, have professional and student athletes participate, speak to the students, and to culminate the program with the students on the agreed upon “End Date” and location of the program and submit a Formal Evaluation.



- All schools will participate in a **Sports in Education Combine.**
- All schools will be responsible for buses/transportation to the Combine location.
- Staff will from HCOCHA/TD will attend the site visit at the Combine, to evaluate fulfillment of the funded project, student response, teacher response and feedback collection as all participating parties will complete surveys of the quality of the program.

QUESTIONS

APPLICATION HELP

If you have any questions regarding the application, please reach us at:



201-459-2070



siepgrants@hcnj.us

We are available Monday - Friday from 9AM to 5PM

TECHNICAL ISSUES/HELP

If you are having technical issues with the application platform portal, and our Grants Team is unavailable, we urge you to reach out to SurveyMonkey Apply.

Submit a ticket and their support team will get back to you in a timely manner.

Use the link below to reach Support



<https://hcnj.smapply.org/helpdesk/>

You can also reach Support through your application in the upper right hand corner. Click the ⓘ symbol and click “Having technical issues with this site?”. This will take you to the support ticket form.

