

Manchester Wellness Coalition | Plan Year 4

NAME OF THE INTERVENTION	Stress Management
CWF Element* to Impact	Connect with Others in Healthy Ways
Fiscal Agent	Manchester Community Schools
Tax I.D	
Implementation Contacts (2 or more required)	Ruth VanBogelen, Cherie Vannatter, Lindsay Hannah, Kathy Benedict, Becky Brewis, Amber Burkhardt Sidebottom
Contact phones and emails	
Date Funding Required	July 1, 2015
Implementation Date	August 1, 2015
Estimated Completion Date	November 2016
Total Amount Requested from CWF	\$7250

Criteria	Descriptions
<p>1. Please provide a brief description for the intervention program you are proposing and indicate the target population.</p> <p><i>Typically one paragraph and 3-5 sentences</i> <i>Target population options: youth, adult, seniors, disabled, etc.</i></p>	<p>We have two goals: 1) to make people aware of their stress level and/or that stress can be managed and 2) provide opportunities to learn how to manage stress via groups or self-directed. The strategy for the action plan is to target specific groups including: students (primarily 8-12th grade), school staff, parent groups, community groups (e.g., Lions), professional offices and the library. We will offer different levels of programming which is a progression from stress awareness to stress management. The levels are: 1st – a brief 10-15 min presentation using Biodots and handouts, 2nd – a 30-60 minute presentation using DVDs + tools like the Stress Profiler and Stop Stress this Minute book, 3rd – a group request more training, then additional training materials including the online mySTressTools.</p> <p>Demographics – primarily 8th grade students through seniors. There may be some programs for younger students.</p>
<p>2. How does this intervention fit into the 1 and 5 year goals and plans of the Coalition?</p> <p><i>Please be specific and refer to the current documents stating the Coalition's 1 and 5 year plans and goals.</i> <i>Should include specific health/wellness indicators.</i></p>	<p>Addresses Goal II in the 5 Year Plan. No Bad Days – goal is to add programs that teach people how to connect with others better, such as stress management.</p>

<p>3. What are the specific goals for the intervention? <i>Specific goals: For each goal address these 5 points so that the goals are SMART goals)</i></p> <ul style="list-style-type: none"> • <i>State what you are trying to accomplish,</i> • <i>How you will measure progress toward and accomplishment of your goal</i> • <i>Who is responsible for collecting the data?</i> • <i>Why you think the goal is attainable</i> • <i>Describes how the goal is relevant to the coalition and community wellness related needs.</i> • <i>What is the timeframe for achieving the goal?</i> • <i>See http://www.wikihow.com/Set-SMART-Goals</i> 	<p>Target Group 1. Students. Specific goals are: 1) reduce the stress typical seen in students transitioning to high school as measured by reduction in missed school days, grades, discipline issues and data gathered by the myStressTools online tool which provides students with tools to gauge their stress (part of the Health class taken by all 9th grade students for one semester). Longterm goal is to increase graduation rates. High School mentors will also be trained in stress management – as these mentors are paired with incoming freshman. 2) provide students with stress management training starting 2 weeks before exams and when ACT and SAT tests dates are. The effectiveness of this training will be measured by a 2 question survey to students on Exam days.</p> <p>Target Group 2: School staff - In 2013, the #1 health issue among school staff was stress. Specific goals are: all staff will be invited to a walking program which will start with short DVD or other training and then walking time for staff to talk about the training. Measurement – quick weekly survey to gauge the overall stress level for the week and overall participation in the walking program (goal is to have 60% of staff to participate at least twice).</p> <p>Target Group 3: Parent Groups including Manchester Early Childhood Center during orientation meeting, Klager parents during conference time, all age parents while they are waiting for students to participate in Dance, Soccer, youth football, baseball, etc. Plus Math and Science night. Specific goals: to provide stress awareness to 200 + parents and have 10% attend a longer workshop with stress management training provided.</p> <p>Target Group 4. Community Groups like Lions, Kiwanis, etc. Specific goal is to present to 8 groups in the first year (expect 15+ people per group) and to be asked back by 4 groups to do a longer training.</p> <p>Target Group 5: Professional offices doctors, dentists, chiropractor, wellness center, jazzercise, The Distance. Specific goal is to provide materials for these offices to have available in the waiting rooms. We'll set up an email to people to sign up for workshops and also refer people to the library for more materials. Goal is to distribute 200 flyers and have 20 people sign up for workshops.</p> <p>Target Group 6. Library – materials would be available for check out including books and DVDs. Specific goals is to have the Stop Stress This Minute books checked out 100 times in a year and to have the DVDs checked out 20 times in a year.</p>
<p>4. What are the key data that will be collected, analyzed, and used to evaluate the intervention? <i>Should include:</i></p>	<p>Number of participants in all 5 Target groups Outcome of data from the myStressTools online. Number of people who take a 3 question survey (1. What is our current stress level? 2) what stress</p>

<ul style="list-style-type: none"> <i>Units of Engagement</i> <i>Might also include survey data, and other measures such as pounds of produce grown, miles of trail maintained, number of books distributed, etc.</i> 	<p>management technique(s) work best for you? 3) have you shared stress management tips with anyone else?.</p> <p>Number of materials checked out at the library</p> <p>Number of materials distributed.</p>
<p>5. What are the estimated of the Units of Engagement for the intervention?</p> <p><i>Unit of engagement = number of people per event * number of events * timeframe for the event (e.g., 30 minutes would be 0.5 hours)</i></p> <p><i>Example : 100 people * 6 events * 1 hour per event = 600 units of engagement.</i></p> <p><i>Note- if participation is not part of the key data, describe how you will measure engagement of community members.</i></p>	<p>Target Group 1: 120 participants X 15 minutes x 25 times = 750 units</p> <p>Target Group 2: 50 people X 30 minutes X 25 times = 625</p> <p>Target Group 3: 200 people x 10 minutes x 1 time = 33 units + 20 x 1 hour x 1 = 20 units</p> <p>Target Group 4: 15 people X 15 minutes X 8 events = 30 units + 15 x 1 hour x 4 events = 60</p> <p>Target Group 5: 200 x 10 minutes x 1 time = 33 units + 20 people x 1 hour x 1 event = 20 unites</p> <p>Target Group 6: 100 people check out book X 3 hours to read it = 300 units + 20 people check out DVD X 30 minutes to watch it = 10 units</p> <p>Total = 1880 units</p>
<p>6. Who (specifically) will be responsible for what aspects of intervention implementation?</p> <p><i>Please provide names for those responsible for:</i></p> <ul style="list-style-type: none"> <i>Obtaining all required permits and permissions and all other communication required</i> <i>Deciding on dates, times, locations</i> <i>Marketing – both developing and distributing marketing materials</i> <i>Recruiting necessary volunteers</i> <i>Developing tools to collect data and pictures</i> <i>Analyzing data collected</i> <i>Developing plans for how to improve the intervention (on-going and for subsequent years)</i> <i>Preparing and presenting presentations and reports</i> <i>All other specific tasks for this intervention to be successful.</i> 	<p>Ruth VanBogelen will order materials</p> <p>Cherie will implement all school programs (students and Staff – target groups 1 and 2) with help from Lindsay Hannah</p> <p>Lindsay Hannah, Ruth VanBogelen, Becky Brewis, Amber Burkhardt Sidebottom, Kathy Benedict will be responsible for all aspects of programming for parent groups, community groups and professional offices.</p> <p>Library staff will provide data for how many materials are checked out.</p> <p>About mid way through the project, the group involved will review how the effort with different target groups is going and decide if any changes need to be made and what materials have been most effective.</p>
<p>7. Does implementation of this intervention require approval from an organization other than the fiscal</p>	<p>Library will agree to catalog materials provided by this intervention.</p>

<p>agent or organization implementing the intervention? <i>Yes or No. If yes, please indicate all organizations requiring approval and indicate if approval has already been granted. If it hasn't been granted, when will this be done. Include the name(s) of the approver(s).</i></p>	
<p>8. With whom will you collaborate on this intervention including assistance with implementing the program, assistance with financing the program and organizations which might financially support this intervention (long term sustainability). <i>Please include names of people in the collaborating organization that will be involved with this intervention. Indicate in the budget below – the contribution from the organization(s).</i></p>	<p>1. Once the value for students is demonstrated, this might be a program financed by the schools For all other target groups, the coalition could sell the materials at cost to individuals interested in the materials. We would need to figure out the logistics of handing cash, checks ,etc. Most of the materials are very low cost \$1 - \$10.</p>
<p>9. If this is a continuing intervention: A. How many years has this intervention been funded by the coalition? B. Have the outcome(s) been presented to the coalition and the report(s) been submitted to CWF? <i>If no, when will the presentation to the coalition be done and when will the written report and expense report be submitted to CWF?</i> C. Describe how the intervention will be improved (also include past improvements if this is the 3 or more year of funding). D. Has the amount requested from the coalition increased or decreased? Why? E. How many more years will this intervention request funds from the coalition?</p>	<p>New intervention</p>
<p>10. Provide citation(s) of similar programs used as a model in developing this intervention.</p>	<p>The materials to be used will be from Stephen Covey or StressStop.com – both provide training and training materials to many groups, primarily in the work environment.</p> <p>Dexter is running a similar Stress Management Intervention as part of their Year 3 plan (2015).</p>

~ INSERT A BUDGET which shows all sources of income and categories for expenses. Please also indicate which expenses will be covered by the funds from the Chelsea-area Wellness Foundation.

Also provide the information in the two tables below

Budget Summary	Amount	Percentage
Amount of funds from Coalition	\$7250	100%
Total funds from other sources		
Marketing/Advertising		
Compensation – to one or more people	0	
Infrastructure (structure that lasts 5 years or more)	0	
Other expenses	\$7000 for materials \$250 for shipping	

Plan Year	Amount \$\$ granted	Amount Spent	Amount carried over	Amount returned to CWF
Year 1				
Year 2				
Year 3				

Below is the budget presented in 2 ways: first by cost per target group, second by each material being purchased.

Manchester Wellness Coalition | Plan Year 4

Materials for different target groups					
		Number needed	Cost per	Total	
A. Students					A Subtotal
8th Grade orientation	Stress Profiler for students	100	\$ 2.50	\$ 250.00	
9th grade health class	mystresstools	100	\$ 7.50	\$ 750.00	\$ 1,810.80
Mentor training	The 6 Most Important Decisions you'll ever m	20	\$ 10.90	\$ 218.00	
	Stress key chain	20	\$ 1.25	\$ 25.00	
Exam & ACT time	Stress balls with stress sensor	20	\$ 1.99	\$ 39.80	
	Mini stress survival kit	200	\$ 1.39	\$ 278.00	
	CDs set Relaxation and Wellness, Relieve Stress and Helathful sleep	5	\$ 50.00	\$ 250.00	
B. School Staff					B Subtotal
Admin staff	Stop Stress This Minute	13	\$ 4.49	\$ 58.37	
	Stress Profiler	13	\$ 1.99	\$ 25.87	\$ 702.66
	Stress Card	13	\$ 0.94	\$ 12.22	
All staff walking Program	Recognizing Stress DVD	1	\$ 149.00	\$ 149.00	
	Managing Stress DVD	1	\$ 149.00	\$ 149.00	
	Resilience DVD	1	\$ 149.00	\$ 149.00	
	Stress Card	40	\$ 0.94	\$ 37.60	
	Balancing the stress in your life	40	\$ 0.35	\$ 14.00	
	Practical Stress Management	40	\$ 0.35	\$ 14.00	
	Preventing Stress Related Dis Ease	40	\$ 0.35	\$ 14.00	
Training time for additional staff	3 DVD				
	Stress Card	40	\$ 0.94	\$ 37.60	
	Balancing the stress in your life	40	\$ 0.35	\$ 14.00	
	Practical Stress Management	40	\$ 0.35	\$ 14.00	
	Preventing Stress Related Dis Ease	40	\$ 0.35	\$ 14.00	
C. Parent Groups					C Subtotal
Pre-School	3 DVD				
	Stress Card	100	\$ 0.94	\$ 94.00	\$ 1,091.50
	Balancing the stress in your life	100	\$ 0.35	\$ 35.00	
	Practical Stress Management	100	\$ 0.35	\$ 35.00	
	Preventing Stress Related Dis Ease	100	\$ 0.35	\$ 35.00	
Klager at conference time					
	Biodot Pocket Guide	250	\$ 1.50	\$ 375.00	
	Balancing the stress in your life	250	\$ 0.35	\$ 87.50	
	Practical Stress Management	250	\$ 0.35	\$ 87.50	
	Preventing Stress Related Dis Ease	250	\$ 0.35	\$ 87.50	
	Relaxation and Wellness CD over Intercom	see students exam time			
Waiting at kids activities					
	Biodot Pocket Guide	100	\$ 1.50	\$ 150.00	
	Balancing the stress in your life	100	\$ 0.35	\$ 35.00	
	Practical Stress Management	100	\$ 0.35	\$ 35.00	
	Preventing Stress Related Dis Ease	100	\$ 0.35	\$ 35.00	
	Relaxation and Wellness CD over intercom	see students exam time			
D. Community Groups					D Subtotal
	Stress Card	500	\$ 0.94	\$ 470.00	
	Stress Profiler	200	\$ 1.99	\$ 398.00	\$ 2,084.00
	Laugh at stress	200	\$ 1.59	\$ 318.00	
	Stop stress this minute	200	\$ 4.49	\$ 898.00	
E. Professional offices					E. Subtotal
	Biodots	1000	\$ 0.35	\$ 350.00	
	Balancing the stress in your life	200	\$ 0.35	\$ 70.00	
	Practical Stress Management	200	\$ 0.35	\$ 70.00	\$ 560.00
	Preventing Stress Related Dis Ease	200	\$ 0.35	\$ 70.00	
F. Library					F. Subtotal
	Recognizing Stress DVD	1	\$ 149	\$ 149.00	
	Managing Stress DVD	1	\$ 149	\$ 149.00	
	Resilience DVD	1	\$ 149	\$ 149.00	\$ 751.90
	Relaxation and wellness CD set	1	\$ 50	\$ 50.00	
	Balancing the stress in your life	200	\$ 0.35	\$ 70.00	
	Practical Stress Management	200	\$ 0.35	\$ 70.00	
	Preventing Stress Related Dis Ease	200	\$ 0.35	\$ 70.00	
	Stop Stress this minute books	10	\$ 4.49	\$ 44.90	
	Shipping estimated cost				\$ 250.00
					Total
					\$ 7,250.86

Manchester Wellness Coalition | Plan Year 4

Balancing the stress in your life	930	\$ 0.35	\$ 325.50
Biodot Pocket Guide	350	\$ 1.50	\$ 525.00
Biodots	1000	0.35	\$ 350.00
CDs set Relaxation and Wellness, Relieve Stress and Helathful sleep	5	\$ 50.00	\$ 250.00
Laugh at stress	200	1.59	\$ 318.00
Managing Stress DVD	2	\$ 149.00	\$ 298.00
Mini stress survival kit	200	\$ 1.39	\$ 278.00
mystresstools	100	\$ 7.50	\$ 750.00
Practical Stress Management	930	\$ 0.35	\$ 325.50
Preventing Stress Related Dis Ease	930	\$ 0.35	\$ 325.50
Recognizing Stress DVD	2	\$ 149.00	\$ 298.00
Relaxation and wellness CD set	1	50	\$ 50.00
Resilience DVD	2	\$ 149.00	\$ 298.00
Stop Stress This Minute	223	\$ 4.49	\$ 1,001.27
Stress balls with stress sensor	20	\$ 1.99	\$ 39.80
Stress Card	693	\$ 0.94	\$ 651.42
Stress key chain	20	\$ 1.25	\$ 25.00
Stress Profiler	213	\$ 1.99	\$ 423.87
Stress Profiler for students	100	\$ 2.50	\$ 250.00
The 6 Most Important Decisions you'll ever m	20	\$ 10.90	\$ 218.00
Shipping			\$ 250.00
Total			\$ 7,250.86