NEW MEXICO
Public Education Department

Wellness Rooms

SY2023-2024

Requests for Applications

(RfA)

Safe and Healthy Schools Bureau

Wellness Room Funding

The New Mexico Public Education Department (PED) is requesting applications for funding that supports the development or enhancement of wellness rooms on middle or high school campuses. In January of 2023, Representative Pamelya Herndon introduced House Bill 112 to secure funding for a pilot project to demonstrate how the availability of a wellness room supports overall student outcomes and their behavioral health. Additional Senate bill funding was secured and combined with the appropriation from HB 112 to fund 10 schools as part of this pilot project.

Each eligible school can apply for up to a maximum amount of $125,000 to fund the implementation or enhancement of a wellness room on a middle or high school campus. The award will fund plans that provide wellness rooms as a place to cultivate social emotional learning (SEL), with an emphasis on self-regulation; and as a prevention and/or intervention strategy within a Multi-Layered System of Supports (MLSS). Applications will be evaluated in terms of 1) identified key stakeholders, to include student(s), who support planning and implementation, 2) clarity and alignment of need, purpose, and proposed outcomes, 3) demonstration of best practices regarding implementation and operation, 4) comprehensive plan for data collection, and 4) year-end reporting of outcomes to the PED.

Elements that must be identified in a successful application and addressed in the Narrative:

1) Identified team members – at a minimum included administrator, behavioral health provider, teacher or other staff member, student.
2) Discuss how student(s) will be involved in planning and support of wellness room.
    - If student is not listed as a team member, then provide plan for recruitment of diverse student representation.
3) List the need, purpose, and proposed outcomes of the wellness room.
4) Describe location of wellness room and proposed conceptual design.
5) Describe the operation of the wellness room – best practices for consideration:
    - Staffing (educational assistant, social work or counseling intern, social worker or counselor, teacher, admin, etc.)
    - Hours of operation (if there is not a full-time staff person)
    - Referral process to access wellness room (student self-referral, teacher referral, admin referral, etc.)
    - Services to be provided and available activities, such as
        - student self-directed and/or guided by an adult
        - referral process for higher level of care if needed
    - Considerations of room usage – allowed time in, # of visits in a day/week, technology use
6) Describe ability and plan for collecting data – plan can include use of QR codes
    - Who accessed room (gender, age, grade level)?
    - When (time of day/week) and how long (amount of time) were they there?
    - Number of visits

- What activities student engaged in (e.g., mindfulness, manipulatives, self-assessments, etc.), referral to school counselor or social worker?
- Difference in pre/post check-in
- Did student find time in useful?

7) An end-of-year report to include data collection and relevant student outcomes (improvement in attendance, grades, decreased referrals, etc.)

Successful Wellness Room applications will address all seven elements and explain how funding will specifically support each of the elements. Awardees will be provided with professional development, guidance, and technical assistance on leveraging best practices based on research, as well as promising practices.

Application Timeline

Release of Application…… July 7, 2023
Deadline to Submit Application…..……. August 25, 2023

The Wellness Room funding provided by this application is intended for the **creation and/or continued support of a calming environment that students can access as a support that enhances mental, social and emotional well-being.**

Application Instructions

Each applicant must complete the following items:

1. Contact information:
    a. District or charter, and school name
    b. point of contact, title/role
    c. contact phone number and email address
2. Application Narrative (7 required elements)
    1) Identified team members – at a minimum included administrator, behavioral health provider, teacher or other staff member, student.
    2) Discuss how student(s) will be involved in planning and support of wellness room.
        i. If student is not listed as a team member, then provide plan for recruitment of diverse student representation.
    3) List the need, purpose, and proposed outcomes of the wellness room.
    4) Describe location of wellness room and proposed conceptual design.
    5) Describe the operation of the wellness room – best practices for consideration:
        i. Staffing (educational assistant, social work or counseling intern, social worker or counselor, teacher, admin, etc.)
        ii. Hours of operation (if there is not a full-time staff person)
        iii. Referral process to access wellness room (student self-referral, teacher referral, admin referral, etc.)
        iv. Services to be provided and available activities, such as

1. student self-directed and/or guided by an adult
2. referral process for higher level of care if needed

v. Considerations of room usage – allowed time in, # of visits in a day/week, technology use

6) Describe ability and plan for collecting data
   i. Who came in (gender, age, grade level)?
   ii. When (time of day/week) and how long (amount of time) were they there?
   iii. Number of visits
   iv. What activities student engaged in (e.g., mindfulness, manipulatives, self-assessments, etc.), referral to school counselor or social worker?
   v. Difference in pre/post check-in
   vi. Did student find time in useful?
7) An end of year report to include data collection and relevant student outcomes (improvement in attendance, grades, decreased referrals, etc.)

3. Program Budget:
   a. Provide sufficient detail so that application reviewers can understand the nature of the budget request. Potential budget items are listed below. However, the PED welcomes innovative approaches and new ideas for consideration.

Allowable Uses	**Examples of Budget Items**
Staffing	• Salary and training • Stipends/extended hours agreements (EHAs) for off-contract staff time
Materials and Resources (non-construction)	• Coloring/drawing materials, puzzles, books, playdoh, bubbles • Mindfulness activities/games, board/card games • Self-guided materials or activities such as feeling chart/thermometer, grounding exercises, etc. • Comfortable seating – couches, wobble seats, beanbags, floor pillows, yoga mats, etc. • Sensory items (weighted blankest, calming jars, gel floor tiles, etc.) • Isolation pods, partitions • Sound machines, lamps for adjustable lighting, rugs, tables • Workout equipment such as hand weights, resistant bands, jump ropes, treadmill • Link to document with additional items
Professional Development	• Social emotional learning (SEL) • Adult and student self-regulation • Restorative practices • Trauma-informed practices • Culturally affirming and equitable school practices • Suicide awareness/prevention

4. Submission – when complete, email the application Magdalena.saiz@ped.nm.gov.

Application for Wellness Room Funding

SY 2023-24

Contact Information			
District or Charter / School Name:	Contact Person:	Contact Phone #:	Contact Email:

Application Narrative	
Team Members	
Student Involvement in Planning/Support	
Need, Purpose, and Proposed Outcomes	
Location and Design	
Operation	
Data Collection	
End of Year Report	(insert name of school) agrees to provide an end of year report.

Program Budget		
Allowable Uses	Projected Items	Estimated Amount
Staffing		
Materials and Resources		
Professional Development		
Other		

Scoring Rubric

Applications will be scored accordingly. Click to review Wellness Room Application Rubric.