

SB 283

Safe School Culture Grant

Guidance

December 2023

Email: ODE.SafeSchoolCultureGrant@ode.oregon.gov

Webpage: [Safe & Inclusive Schools](#)

Oregon Department of Education

Safe School Culture Grant: Nonviolent Crisis Intervention Training

The Safe Schools and Culture Grant is a non-competitive, distribution grant to school districts, ESDs, and charter schools for costs associated with staff members becoming certified instructors in nonviolent crisis intervention methods.

In a train-the-trainer format, these newly certified instructors will deliver training to school staff on evidence-based strategies for maintaining safe and supportive learning environments while addressing and preventing behaviors of concern in school settings.

To qualify for reimbursement, the newly certified instructors must train a minimum number of staff and meet reporting requirements. **The requirements vary based on the size of the district. ESDs also have different requirements than districts.**

Bottomline:

- This grant provides money ([around \\$5,250 per instructor](#)) to charter schools, districts and ESDs so their staff can become certified instructors in nonviolent crisis intervention methods. See the [Allocation Amounts](#) (maximum available) for your school or district.
- To get the money, newly certified instructors will need to provide ([usually 3](#)) trainings to staff and the grantee must submit regular reports ([around 4](#)).
- Any leftover money will be used to support schools and ESDs in covering the expenses for the “in-house” staff training, such as stipends, training materials, and meeting costs.

This guidance outlines the requirements for districts, ESDs, and public charter schools to qualify for the funds.

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Who is eligible for the grant?

- School districts,
- Education service districts, and
- Public charter schools (including Virtual Charter Schools)

What are the steps to access grant funds?

Step 1. Read the Guidance

Step 2: Review your [allocation amounts](#)

Step 3: Review the [Eligible Trainers list](#)

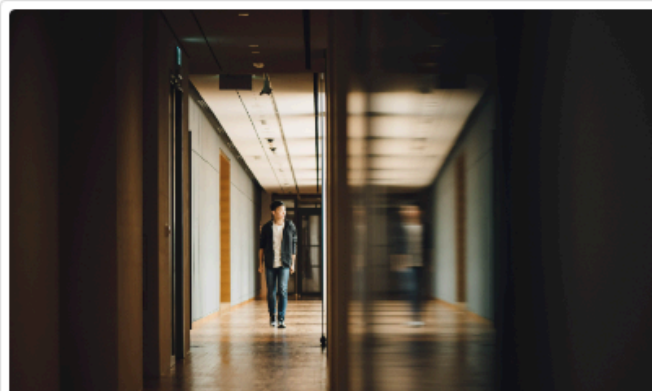
Step 4: Complete [this Smartsheet application](#) by February 1, 2024.

Step 5: Sign the grant agreement

Step 6: Submit reimbursement requests through EGMS for eligible expenses.

Step 7: Submit required Reports (here is a [sample report](#))

Resources are also available on the [ODE website](#).



Safe School Culture Grant

- [Grant Guidance](#)
- [Allocation Amounts](#)
- [Application - Due Feb. 1, 2024](#)
- [Application Worksheet Template \(Optional\)](#)

How do we apply?

- Submit the application between now and February 1, 2024. This is a rolling application, so ODE will review them as they are submitted.
- Each school district, charter school, or ESD can apply individually or as part of a consortium.
- Please note that if a charter school applies individually they will need to have their own fiscal agent and register with EGMS to receive the grant funds.

Are there matching options?

- Yes. Based on district and charter school size, each entity will get a set amount of certified instructors paid by the grant program. Additional certified instructors can be covered as long as an equal number of instructors are covered by local funds. This is on a 1:1 ratio.
- For example: a district with 6,000 students receives 2 certified instructors paid for upfront without a match requirement. The district can get 4 total additional instructors with a match requirement. The district would pay for two of those instructors and the grant would pay for two of the instructors.
- Matching is only a requirement if you would like the grant to pay for the additional certified instructors (above the baseline amount.) See more information below about baseline and matching levels based on school district size.

How do we apply as a consortium?

If applying as part of a consortium, each consortium will designate a lead entity for the consortium. The lead entity will:

- Submit one application on behalf of all members of the consortium;
- Determine how many matching instructors each member of the consortium will request and report that as part of the application;
- Execute a grant agreement as the representative of the consortium;
- Receive all grant funds allocated to consortium members;
- Contract with training providers and organize all certification trainings for all members of the consortium;
- Submit all reimbursements on behalf of all members of the consortium and comply with all reimbursement requirements of the grant;
- Submit all required reports on behalf of consortium members;
- Follow up with all consortium members to ensure all grant requirements (e.g. trainings and reporting) are being met; and
- Be the responsible entity to ensure all communications, reports, and other grant requirements to ODE are completed to secure reimbursement and confirm that consortium members are meeting requirements.
- An ESD and school district can be in a consortium together. The ESD will need to comply with the ESD requirements under the grant and the school district will need,

If the ESD is the lead of the consortium then they will need to comply with all lead entity requirements. They will report on the ESD requirements and provide the reports for district members to comply with the district requirements.

- If an ESD would like to apply on behalf of a consortium of districts and not apply for any funds on their own, then the ESD will ensure that each member of the consortium complies with all district requirements. The ESD will not need to comply with ESD requirements because they are not applying on their own.

Requirements

School Districts and Charter Schools Requirements:

To qualify for a grant, a school district/charter school must:

- Require each newly certified instructor to conduct at least 3 trainings of at least 10 staff persons **each year**.
 - For a school district /charter school with fewer than 30 employees, each newly certified instructor is required to conduct as many trainings as possible **each year**.
- Ensure trainings have sufficient length and content to meet nationally-recognized training standards and to result in the certification of the school staff who are trained by a certified instructor.
- Coordinate or facilitate the provision of physical space necessary for the training sessions.
- Consult with organizations representing teachers and instructional assistants:
 - To determine the priority for training staff to ensure training is targeted to the areas in most need of support for increasing the safety of students and staff
 - About compensation in wages, stipends or other means to support staff to participate in training to become certified instructors or to participate in training conducted by certified instructors
- Meet reporting requirements

School District/Charter School Reimbursement Levels & Matching Options

CI = Certified Instructor

Districts/charter schools with **1,500 or fewer students**

- BASELINE: School districts/charter schools can receive reimbursement for one new CI
- MATCH: If the school district/charter school pays for a 2nd CI, the grant will pay for the cost of a 3rd CI

School Districts/charter schools with **1,501 – 5,000 students**

- BASELINE: School districts/charter schools can receive reimbursement for 2 new CIs
- MATCH: If the district/charter school pays for a 3rd CI, the grant will pay for a 4th CI

School Districts/charter schools with **5,001- 8,000 students**

- BASELINE: School districts/charter schools can receive reimbursement for the cost of 2 new CIs
- MATCH: Grant will match the cost of up to 4 additional new CIs

School Districts/charter schools with **8,001 – 15,000 students**

- BASELINE: School districts/charter schools can receive reimbursement for the cost of 4 new CIs
- MATCH: Grant will match the cost of up to 8 additional new CIs

School Districts/charter schools with **15,001 – 30,000 students**

- BASELINE: School districts/charter schools can receive reimbursement for the cost of 6 new CIs
- MATCH: Grant will match the cost of up to 14 additional new CIs

School Districts/charter schools with **more than 30,000 students**

- BASELINE: School districts/charter schools can receive reimbursement for the cost of 6 new CIs
- MATCH: Grant will match the cost of up to 16 additional new CIs

ESDs Requirements:

To qualify for a grant under the program, an education service district must:

- Ensure at least one nonviolent crisis intervention **training of at least 10 staff persons is completed each month** at the verbal intervention level or the physical intervention level (except that trainings for July and December may be offered in alternative months)
- Provide or arrange for the provision of physical space for the training
- Ensure trainings have sufficient length and content to meet nationally-recognized training standards and to result in the certification of the school staff who are trained by certified instructor.
- Not charge a fee to a district or a staff member for the first 10 staff persons trained by certified instructors each year
- Offer training in advanced physical skills only to individuals working in settings in which serious injuries have occurred or are at imminent risk of occurring.

ESD Reimbursement Levels & Matching Options

CI = Certified Instructor

- BASELINE: ESDs can receive reimbursement for the cost of 2 new CIs in advanced physical skills and one new CI in verbal and physical intervention skills

- MATCH: Grant will match the cost of up to:
 - 4 new CIs trained in advanced physical skills; **and**
 - 2 new CIs trained in verbal and physical skills

Expenditure Period

There are two periods of funding for this grant.

1st Round: Grant funding is available to pay for Certified Instructor Training eligible costs incurred between **July 1, 2023**, and January 15, **2025**. Those expenses must be claimed in EGMS by February 28, 2025.

2nd Round: Grant funding is available for eligible uses for Staff Training incurred between **July 1, 2023**, and **June 30, 2025**.

Funding

SB 283 provides \$5 million in grant funds. ODE received 3% of those funds (\$150,000) for its administrative costs. The rest of the funds will be distributed in two rounds of funding.

1st Round: Reimbursements for Certifying Instructors: July 1, 2023 - Jan 15, 2025

- Each applicant is allocated funds for the maximum number of certified instructors covered by the grant (both baseline and maximum matching level)
- Allocation is based on estimated per instructor expenses of \$5,250. This includes:
 - \$4,350 for Certification Training Fees
 - \$900 for Associated Costs (stipends, substitute time, travel, etc.).

2nd Round: Reimbursements for Training School Staff: July 1, 2023 - June 30, 2025

- Leftover funds from 1st round:
 - Eligible recipients who chose not to apply for funds & unused matching funds
- Leftover funds will be reallocated to current grantees.
 - Allocated based on ADM
 - Includes small school floor
- Allocation Amounts
 - Once the total amount of unused funds is known, ODE will post the allocations and inform the applicants. (Estimated time is February 2024)

- School districts, ESDs and charter schools may claim any “in-house” training costs occurring between July 1, 2023 - June 30, 2025, so keep track of your “in-house” training costs. After February 15, 2024, ODE will provide you with your second round allocation, so you will know how much money is available to you to claim.

Eligible Uses of Funds

1st Round of Funds: Certification of New Instructors

- Tuition costs of the training;
- Wages to cover time spent in training;
- Travel costs for training;
- Costs for substitute;
- 5% for administrative costs directly related to the training.

2nd Round of Funds: Training for School and ESD staff

- Certification of New Instructors - Costs over the \$5,250 allocation
- Stipends
- Substitute costs
- Costs of materials
- Food, drinks, and other meeting costs

Funding Disbursement

- All recipients or consortium lead who successfully apply for these grant funds will be required to execute a grant agreement with ODE.
- The funds will be provided to applicants on a reimbursement basis only.
- **1st Round of Funding: (Reimbursement for Newly Certified Instructors) July 1, 2023 - Feb**
 - An applicant can claim 100% of the 1st Round funds after submitting documentation of:
 - Completed new certification, including the date of certification;
 - Costs of certification;
 - An assurance that the number of required trainings have occurred **or will occur** by the end of the grant period.
 - An assurance of consultation with organizations representing teachers and instructional assistants on:
 - Which staff to train as certified instructions:
 - Compensation in wages, stipends or other means to support staff to participate in training to become certified instructors or
 - Compensation in wages, stipends or other means to support staff to participate in training conducted by certified instructors

- All expenses related to newly certified instructors must occur on/before January 15, 2025.
- All 1st Round must be claimed by February 28, 2025.

- **2nd Round: Reimbursements for Training School Staff: July 1, 2023 - June 30, 2025**

After February 15, 2024, ODE will provide you with your second round allocation, so you will know how much money is available to you to claim.

School districts, ESDs, and charter schools may claim any “in-house” training costs occurring between July 1, 2023 - June 30, 2025, so keep track of your “in-house” training costs.

Leftover funds from 1st round will come from eligible recipients who chose not to apply for funds; and grantees who did not maximize their match.

Leftover funds will be reallocated to current grantees.

- Allocated based on ADM
- Includes “small school” floor

How to claim 2nd round funds:

- Once the total amount of unused funds is known, ODE will post the allocations and inform the applicants. (Estimated time is February 15, 2024)
- Submit documentation of training costs

Reporting Requirements

All grantees will be required to submit four reports. (For consortia, only the consortium lead will need to submit the reports for their consortium members.)

- **First Report:** This report will be satisfied with the completion of the grant application.
- **July 1, 2024:** Report will include: (here is a [sample report](#))
 - Number of:
 - Newly certified instructors between January 1, 2024 and June 30, 2024.
 - Trainings the newly certified instructors conducted between January 1, 2024 and June 30, 2024
 - Staff who were trained by a newly certified instructor. (Note: A staff is considered “trained” in nonviolent crisis intervention methods once they get the training and receive their certificate.)
 - How the certified instructors are distributed across the district, charter school, or ESD

- How many new certified instructors were funded by the district and how many were funded by the Safe School Culture Grant.
- **December 1, 2024:** Report will include:
 - Number of trainings held by each newly certified instructor between July 1, 2024 and November 30, 2024
 - Number of staff who were trained by newly certified instructors in:
 - Verbal skills only
 - Verbal and physical intervention skills
 - Advanced physical skills
 - How the certified instructors are distributed across the district, charter school or ESD
 - How many additional certified instructors, if any, are needed to certify staff in nonviolent crisis intervention methods.
- **July 1, 2025** Report will include:
 - Number of trainings held by each newly certified instructor between December 1, 2024 and June 30, 2025
 - Number of staff who were trained by newly certified instructors in:
 - Verbal skills only
 - Verbal and physical intervention skills
 - Advanced physical skills
 - How the certified instructors are distributed across the district, charter school or ESD
 - How many additional certified instructors, if any, are needed to certify staff in nonviolent crisis intervention methods.

Timeline

Date	Activity
Jul 1, 2023	Funding period begins to qualify for reimbursement
Dec 6, 2023	Application period opens. Grantees will provide information on any training completed to meet the requirements of the 1st Grant Report; Most will report zero.
Feb 1, 2024	Application period closes
Feb 1 - May 1, 2024	Applications processed & Grant agreements issued (Note: This timeline is subject to ODE and district procurement. Awards are under \$150,000 and therefore not subject to the extended DOJ processing timeline.)
1st Round: Certified Instructor Reimbursement	
<i>Once grant agreement executed, grantees may begin to request reimbursement through EGMS for up to 100% of their Round 1 allocation amount.</i>	

July 1, 2024	2nd Grant Report due to ODE
Jan 15, 2025	Last day to complete training for certified instructors
Feb 28, 2025	Last day to claim funds for reimbursement for certification costs
2nd Round: Staff Training Reimbursement	
Feb 15, 2024	ODE posts reallocations for 2nd Round of Funding: Staff Training
Dec 1, 2025	3rd Grant Report due to ODE
June 30, 2025	Last day to incur staff training expenses
July 1, 2025	4th Grant Report & Financial Report due to ODE
Aug 15, 2025	Last day to claim funds through EGMS

Eligible Training Programs

The Safe School Culture Grant Program specifies that programs administered by nationally recognized organizations, that provide training to certify individuals in nonviolent crisis intervention methods, are qualified for certifying instructors.

ODE's [list of approved providers](#) includes those programs approved for use in Oregon that meet grant requirements and provide training to certify individuals in nonviolent crisis intervention methods. These are the same training programs approved under OAR [581-021-0563](#): Approval for Restraint and Seclusion Training Programs.

The Department approves training programs under OAR 581-021-0563 that are designed to include protecting and uplifting all students, including students with disabilities, BIPOC students and students from other historically underserved groups. Once the Oregon Administrative Rules are updated to reflect changes from the 2023 legislative session, ODE will conduct a wholesale recertification process for the existing list of approved providers. Under OAR 581-021-0563 ODE is required to remove any provider that no longer meets the requirements of the law. The recertification process will assess training programs for the incorporation of the following inclusive practices:

- **More Alike Than Different:** Programs include modules that educate instructors about different communication styles within various communities. This knowledge helps instructors understand and respect the diversity among their students, fostering a more inclusive learning environment.

- **Implicit Bias Awareness:** Training to recognize and address our own implicit biases. Acknowledging biases is a crucial step in ensuring fair treatment of all students, regardless of their racial or ethnic backgrounds.
- **Trauma-Informed Approaches:** Incorporation of trauma-informed approaches, teaching instructors to recognize signs of trauma and respond with empathy and support.
- **Inclusive Language and Communication:** Emphasizing the importance of using inclusive language and communication techniques that respect students' identities. Instructors are taught how to create educational atmospheres where all students feel valued.

In addition, the Department intends to include a provision in the grant agreements that require recipients to use training organizations that meet the equity practices as outlined above.

FAQs

Our certified instructor costs are higher than the \$5,250 allocated for each instructor. Can we use the 2nd round of funding for Staff Training for the certified instructor costs overage? (added 1/25/24)

Yes, additional certification costs (over the \$5,250 per instructor allocation) is an allowable expense under the 2nd round of funding.

The grant requires each newly certified instructor to complete 3 training each year for most school districts. What is the time period for “each year”? Is it an academic year? Calendar year? (added 1/25/24)

Because the certification dates for new instructors will vary greatly, the time period of the required 3 trainings is within 12 months after the certification date.

When can districts start scheduling certified instructor training? (answer revised 12/11/23)

You can start scheduling training now.

- The reimbursement period for certified instructor training expenses starts July 1, 2023 and runs through January 15, 2025.
- You don't need to wait for grant funding to schedule or complete the training, as this is a reimbursement grant.
- It is typical to schedule training in Oregon with vendors to limit travel. Vendors often provide local training with 10 or more participants.
- As the reimbursement period for certified instructor training expenses ends January 15, 2025, we encourage you to schedule your training as soon as possible with the [approved](#) vendor.

Can this grant pay for certified instructor training that occurred prior to July 1, 2023? (added 12/11/23)

No. The legislature provided the grant funding only for newly certified instructors trained after July 1, 2023.

Which training providers can we use under the grant?

Eligible providers are located on ODE's [list of approved](#) providers. Please contact Lisa Joy Bateman if you have any questions about providers.

Why are there four reporting periods?

The four reporting periods are specifically required by the legislation, Senate Bill 283.

Will this funding be available again in the 2025-27 biennium?

No. At this time, this grant is only available for the 2023-25 biennium.

If we apply as a consortium, how will our allocation be administered?

If you apply as a consortium, your allocation will be administered to the entity leading the consortium.

Who applies and submits reports for a consortium?

If applying as part of a consortium, each consortium will designate a lead entity who will submit one application on behalf of all members of the consortium, submit all reimbursements on behalf of all members of the consortium, and submit all required reports on behalf of consortium members.

What if I am a small ESD and can't meet the requirement to conduct trainings of at least 10 staff persons a month each year?

For an education service district with fewer than 30 employees, ensure as many nonviolent crisis intervention trainings as possible are completed each year.

I'm a small school district. What if I can't meet the requirement to conduct at least 3 trainings of 10 staff persons each year?

For a school district /charter school with fewer than 30 employees, each newly certified instructor is required to conduct as many trainings as possible **each year**.

If we apply as a consortium, will the district/charter school allocations and requirements be the same?

Yes, the consortium is an option for grantees to streamline and support the grant administration process. There are no changes to requirements for districts/charter schools, and ESD.

Can we use funds for the renewal of certifications?

No. The grant funds can only be used for newly certified instructors.

Can we use funds for “add-on” trainings for autism, trauma, etc?

No. Add-on trainings are out of the scope of this grant.

What is the definition of a certified instructor?

An individual who is certified as an instructor by the Crisis Prevention Institute’s Nonviolent Crisis Intervention program or by another program administered by a nationally recognized organization that provides training to certify individuals in nonviolent crisis intervention methods

Are there rules adopted for this grant?

Yes, OAR [581-017-0283](#) Safe School Culture Grant has been adopted as a temporary rule. Permanent rules will be adopted in Spring 2024.

Who can I contact with additional questions?

Please contact us at ODE.SafeSchoolCultureGrant@ode.oregon.gov.

Appendix: Background Information

SB283 - Preventing Restraint and Seclusion

In 2023, the Oregon Legislature enacted Senate Bill 283, which included many programs to support the state’s educator workforce. As part of this legislation, the legislature established the **Safe School Culture Grant Program**, aimed at creating a safer learning environment for all students and staff. The primary objective of this grant is **to develop a network of instructors who are certified in nonviolent crisis intervention methods, to ensure that, for every 50 students**. By investing in certified instructors, empowering districts with choices, and leveraging existing partnerships, the Safe School Culture Grant will help to decrease instances of reactive strategies, such as restraint and seclusion, and foster a safer and more supportive school culture.

By investing in certified instructors, empowering districts with choices, and leveraging existing partnerships, the Safe School Culture Grant will help to decrease instances of reactive strategies, such as restraint and seclusion, and foster a safer and more supportive school culture.

The Safe School Culture Grant program was part of a series of 2023 enacted legislation that further regulated the use of restraint and seclusion and increases requirements around training, reporting, and record keeping.

- SB 577 - Tightens restrictions on use of force against students.
- SB 790 - Expands definitions of abuse related to inappropriate restraint/seclusion.
- SB 1024 - Increases requirements for parent notification and record preservation
- SB 283 - Establishes the Safe School Culture Grant program to train staff in crisis intervention.

Additional resources on this topic are found on the [ODE Preventing Restraint and Seclusion webpage](#), including information, materials, and sample forms designed to support the effective implementation aligned with recently passed legislation related to restraint and seclusion in Oregon public education programs.