

## Multi-Line Grants *Description & Guidelines*

The goal of having grants available to Multi-Line Members is to control loss and to create a safer, more efficient school community for their respective employees, students and stakeholders.

**Process:** Grants and scholarships are awarded on an SU/SD Member basis. The amounts indicated below are applicable for each fiscal year that runs from July 1<sup>st</sup> to June 30<sup>th</sup>. Multiple grant applications may be submitted, however, the overall grant award for each member will not exceed the per grant limits. The following criteria are required for applying:

1. You must be a Multi-Line Program Member.
2. The Multi-Line Program must have verification that prior grant awards were used as outlined. *(These verification requests are sent out at the conclusion of every fiscal year)*
3. The Superintendent or Business Manager can approve all grant requests. Human Resources Directors/Managers can approve the HR Grant and IT Directors/Managers can approve the Cybersecurity Grant. All grant applications must be signed by authorized personnel.
4. Complete the grant application via the VSBIT website: <https://www.vsbite.org/grants-and-scholarships>
5. Grant request(s) must be accompanied by supporting documentation (quote or invoice) to verify the scope of work to be performed or which was performed.
6. A VSBIT representative will follow up at the end of the fiscal year to ensure grant funds were utilized as requested by the member.

**Description:** There are five grants available:

- Safety Assistance Grant
- Human Resources Grant
- School Management Training Grant
- Legal Consultation Grant
- Cybersecurity Grant

**Approval:** Multi-Line Manager of Risk Services, or designee, will review each application and provide a written response to the member. All grant monies approved will be sent directly to the Member to be used as requested.

**Safety Assistance Grants:** Designed to be used for, but not limited to, the purchase of equipment, facility and security repairs/updates, and cybersecurity software/hardware that will create and/or protect the school environment.

**Examples:** Playground surfacing, ergonomic equipment, building security measures, ladders, kitchen safety equipment (knife blocks, cut resistant gloves, and long oven mitts).

**Grant Amount:** **\$7,500** per member per fiscal year. An additional **\$2,500** is available to members if the grant is being used to address an issue(s) arising out of a recommendation made during a VSBIT inspection or audit within the past 12 months.

This grant is not intended to deal with preventive maintenance issues, recurring expenses, or school trainings.

**Human Resources Grant:** Designed to assist with Human Resource concerns before they result in claims or suits. The HR grant is designed to help simplify human resource and benefits compliance, training, and compliance tools.

**Examples:** Human Resources Audit, COBRA, Family Medical Leave Act (FMLA), Policies, Procedures Review & Development, Human Resources 101, Job Descriptions/Job Evaluations, Professional Development, Certifications, and Membership (SHRM, AASPA, VSHRP).

**Grant Amount:** **\$2,500** per member per fiscal year.

**School Management Training Scholarship:** Designed to make funds available to allow school personnel to attend trainings that develop the necessary skills to effectively address the risk management challenges of their educational institution.

**Examples:** VSA Leadership Academy, Tri-State ASBO, VPA Leadership Academy, Certified Playground Safety Inspector (CPSI), and Building Operator Certificate (BOC).

**Grant Amount:** **\$1,000** per member per fiscal year. Funds can be used for fees or costs (hotel, travel) directly related to the training.

**Legal Consultation Grant:** Designed to assist members with potential legal issues involving Employment Related Practices Liability, Harassment/Bullying, or other issues needing legal assistance before they result in claims or suits. ***Multi-Line Program approved counsel must be utilized with this grant.***

Grant Amount: **\$2,500** maximum per member per fiscal year

**Cybersecurity Grant:**

The purpose of this grant is to support training and raise cybersecurity awareness. This grant is intended to help manage the ongoing problem of social engineering, establish multi-factor authentication (MFA), while reducing vulnerabilities to ransomware, malware, and other data breaches.

Grant Amount: **\$2,500** maximum per member per fiscal year

If you have any questions regarding the grant descriptions, criteria, or process please feel free to contact:

**David Pickel**, CSRM  
Manager of Risk Services  
[davidp@vsbit.org](mailto:davidp@vsbit.org)  
802-223-6132 ext. 206