

Grant Preparation Instructions

- The mission of the WHAS Crusade for Children is to help children overcome physical, mental, medical and emotional challenges. Your grant must serve this population.
- Return one (1) original copy with all attachments and financial data. The remaining four copies should include the application pages only, pages 1-5 (plus attached detail).
- The only time a second application should be completed is to differentiate a capital project from a program project.
- Please do not put applications in binders, spiral bindings or folders. Due to the volume of applications, these are removed before the panel considers your grant.
- Please make sure all signature lines contain the signature of the duly appointed representative for your agency and the president of your board of directors. Applications from school systems must contain original signatures of the superintendent and school board president.
- Please make sure all required attachments appear with the original application. The application you submit will be final. Applications cannot be perfected upon appeal.
- The WHAS Crusade for Children forms contained herein must be used. Please do not create your own form and make sure the finished form is identical to the original.

WHAS CRUSADE FOR CHILDREN

DEADLINE – JANUARY 13, 2017

THIS APPLICATION MUST BE RETURNED TO THE CRUSADE OFFICE
ON OR BEFORE 4:00pm (ET) FRIDAY, JANUARY 13, 2017

POSTMARKS ARE NOT ACCEPTABLE.

The person(s) responsible for preparing this application should carefully read all of the attached rules.

Full responsibility for the allocation of Crusade funds rests with the members of the WHAS Crusade for Children Advisory Panel. The members are:

Dr. Greg Earwood
Retired - Baptist Seminary of Kentucky, Georgetown

Fr. Joe Graffis
Semi-retired - Archdiocese of Louisville

Dr. Tom Mobley
Louisville Bible College

Rabbi Gaylia R. Rooks
The Temple, Louisville

Dr. John Slider
Breckenridge Chapel, Free Methodist, Louisville

Rabbi Stanley Miles
Retired - Temple Shalom, Louisville

Father Tony Smith
St. Lawrence Catholic Church, Louisville

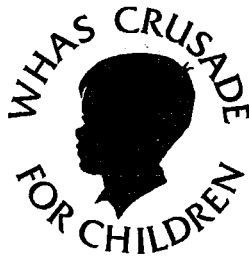
Dr. Charles Burton
Second Baptist Church, Taylorsville

Rev. Conrad Moorer
Retired - Northside Church of Christ, Jeffersonville

Rev. Sally McClain
Retired - Edenside Christian Church, Louisville

Rev. Clay Calloway
West Louisville Ministries Coalition

WHAS CRUSADE FOR CHILDREN



CRUSADE GRANT RULES

Grant Year - The grant year is from September 1, 2017 to August 31, 2018. Grants will be made only for programs or projects that can be completed in that time frame. Grants cannot carry over from one year to the next unless there are extraordinary circumstances.

Grant Scope

- Grants will be made only to programs implemented by non-profit agencies and organizations whose primary function is the treatment or education of children with special needs 18 and under. Grants will not be made to individuals or for the benefit of a single child.
- Grants are made for specific purposes and programs. Agencies must request approval to change the purpose of the grant. Any savings realized are to be returned to the Crusade for Children.
- Grants will not be made for projects that are of a research nature or are purely custodial in character.
- No grants will be made for programs the Advisory Panel deems to be directed at parents.
- Direct services to children with special needs, which may be mental, physical, medical and/or emotional are emphasized.

Geographical Consideration - Crusade grants must be spent entirely for children in Kentucky and Indiana. No part of a grant may be sent to a national headquarters with which a local agency may be affiliated. Whenever possible, grants to Kentucky agencies are made from contributions given by the people of Kentucky and Indiana contributions are allocated to agencies in Indiana.

Repeat Grants - Being awarded a Crusade grant one year does not guarantee the agency will receive further grants. Applications are studied individually and will be considered along with all other applications each year.

Public Accountability - The Advisory Panel insists that the public be kept informed about how contributions are used. When funds are used for building projects, purchase of vehicles or installation of equipment, the Advisory Panel requires that an appropriate marker be placed to identify them as gifts from the Crusade. (These markers are not paid for by Crusade grant funds.) The Panel also expects agencies receiving Crusade grants to credit the WHAS Crusade for Children in any publicity about those projects. If the funds are used to purchase equipment, vehicles or construction, please send a photo of the equipment, vehicle or construction along with a close up shot of how it is marked as being provided by the Crusade.

WHAS CRUSADE FOR CHILDREN

Vehicles - When buying a vehicle, the Crusade will not pay for insurance, license and transfer of title or any other expense connected with buying a vehicle.

Insurance - Equipment, buildings and vehicles purchased in whole or in part with Crusade funds **MUST BE FULLY INSURED**.

Buildings - Applications for building projects must include cost estimates based on an actual bid from an architect or contractor. Agencies receiving Crusade grants for remodeling or construction of a building should require the general contractor to post a performance bond as well as a bond covering payment to all subcontractors.

Grant Payments - When a grant is made, the money involved is retained by the WHAS Crusade for Children until its terms have been met by the applying agency. An **AGENCY REIMBURSEMENT FORM** must be accompanied by related vendor invoices. Agencies must pay all bills and then request reimbursement from the Crusade. The deadline for reimbursement requests is September 30, 2018.

Salaries - Grants for salaries will be distributed no less than monthly. The Crusade does not pay benefits or employer payroll taxes. **AGENCY REIMBURSEMENT FORMS** must be filed with each reimbursement payment. The Crusade requires:

1. Accurate time sheets with hours worked and rate-of-pay or
2. Payroll registers/statements containing each person's name, payroll employee number, rate of pay and hours worked

Grant Priority - Each year, more money is requested by agencies than is available. Therefore, the Advisory Panel will use these priorities to determine grant allocations.

1. Priority will be given to agencies serving children in Kentucky and Indiana counties where residents support the Crusade.
2. Second priority is given to agencies serving children in areas from which the Crusade receives no support.

The WHAS Crusade for Children does NOT pay for the following items:

- Administrative costs for an agency
- PR or public awareness campaigns
- Benefits or any portion of employee benefits
- Extended warranties for equipment of any type
- Taxes (the Crusade only funds tax exempt agencies who should not pay taxes)
- Shipping or freight expenses
- Travel expenses/Lodging
- Employee continuing education/training
- Installation
- Postage
- Leases

Audit Requirements - These requirements must be met as outlined in the signature pages of the grant.

PART ONE

Summary Sheet Form

A. ORGANIZATION EIN/FEDERAL ID NUMBER: 61-6001309

B. LEGAL NAME OF ORGANIZATION

MARION COUNTY BOARD OF EDUCATION

DBA (if applicable):

C. ADDRESS: 755 EAST MAIN STREET

CITY: LEBANON

STATE: KENTUCKY

COUNTY: MARION

ZIP: 40033

D. PHONE: 270-692-3721

FAX: 270-692-1899

ORGANIZATION WEBSITE: WWW.MARION.KYSCHOOLS.US

E. TAX EXEMPTION STATUS

☒ 501(c)(3)

☐ Other than 501(c)(3). Please specify:

F. CONTACT INFORMATION:

Name of Superintendent/Principal: Taylora Schlosser

Phone: 270-692-3721

Email: taylora.schlosser@marion.kyschools.us

Application Contact & Title (if not the Superintendent or Principal):

Name: Shelley Badgett

Title: Director of Special Education

Phone: 270-692-3721

Email: shelley.badgett@marion.kyschools.us

G. THIS APPLICATION IS FOR A GRANT OF \$ 14,303.00

H. HOW MANY CHILDREN WITH SPECIAL NEEDS WILL THIS GRANT SERVE IN THIS GRANT YEAR, IF AWARDED?

KENTUCKY: 465

INDIANA:

Grant Request Information

I. WHAT PROCESS DOES YOUR AGENCY USE IN DECIDING WHAT TO REQUEST? (i.e., peer or supervisory review, priority by classroom or department, etc.)

Marion County Public School discusses the greatest needs for our students with disabilities. Discussions are held with administrators, teachers, parents and support staff to determine needs of the school district to determine our grant request. Marion County attempts to look for requests that will meet the maximum number of students possible. The final request is made to the superintendent and school board for final approval.

J. PURPOSE: Summarize in 100 words or less the purpose for which this money is requested. (Additional detail should be attached to page 5 of application.)

Research has shown that movement can play a large role in student success and achievement. Schools need multi-sensory activities including kinesthetic activities to help enhance the learning experience. Our schools are limited in their options for providing specific movement choices and need options for days that outdoor activities are not a choice. Movement is an important component needed for learning and attention. Many children need regular intervals of movement in order to maintain attention for learning. Some children need more movement in order to get their brains ready for the demands and focus on learning.

K. BUDGET:

TOTAL AMOUNT REQUESTED: \$ 14,303.00

DETAILED LIST ITEMIZED IN ORDER OF PRIORITY:

1.	4- Minds in Motion MAZE Kits	\$ 5,991.04
2.	4- 2 Door Locking Mobile Storage Units	\$ 5,332.56
3.	Training/ Professional Development	\$ 1,980.00
4.	Training Handbooks	\$ 327.40
5.	Evaluation Materials	\$ 672.00
6.		\$
7.		\$
8.		\$

(Attach a detailed list with page 5 if requesting multiple items)