

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.

DEADLINE – JANUARY 12, 2018

THIS APPLICATION MUST BE RETURNED TO THE CRUSADE OFFICE
ON OR BEFORE 4:00pm (ET) FRIDAY, JANUARY 12, 2018

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

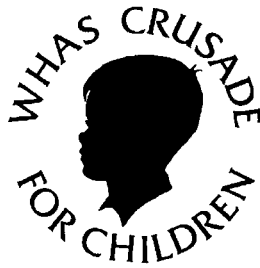
Rev. Sally McClain
Retired - Edenside Christian Church, Louisville

Rev. Clay Calloway
West Louisville Ministries Coalition

Dr. Marion Taylor
S. Frankfort Presbyterian Church

Rev. Daniel Corrie Shull
Burnett Ave. Baptist Church

WHAS CRUSADE FOR CHILDREN



CRUSADE GRANT RULES

Grant Year - The grant year is from September 1, 2018 to August 31, 2019. 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, 2019.

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
- Food

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

Part Two

1. **Describe how your request meets the Crusade's mission: *To help children overcome physical, mental, emotional and medical challenges.***

Early Childhood Education compliments the mission of the Crusade by assisting children in breaking down barriers physically, mentally, emotionally, and medically every day in the preschool environment. The grant will allow opportunities for students identified with multiple disabilities such as: Autism, SMA (Spinal Muscular Atrophy), Diplegia Cerebral Palsy, Down Syndrome, Pfeiffer Syndrome, Developmental Delays, and Speech Delays to interact outside the classroom with same age peers using the Rhapsody collection. The Rhapsody collection includes benefits of the developmental skills such as: sensory, motor, cognitive and social/emotional development.

2. **In this application, you described in 100 words or less what your project entails. In two pages or less, include expanded details of the project.**

The Rhapsody Music set will be placed on the perimeter of the playground at the three elementary schools that offer preschool programs. This will allow immediate access to the instruments for students with any motor issues.

The students will have access during the preschool hours or any after school activities.

Physical and occupational therapists will oversee the installation in order to assure students with physical limitations have easy access to each piece of equipment.

3. **Detailed Budget.....Total: \$31,080.00**

Glasscock Elementary Preschool Playground

(1) Rhapsody Ditty Metallophone.....\$2,725.00

(3) Rhapsody Kettle Drum Junior.....\$3,615.00

(1) Rhapsody Warble Chime.....\$4,020.00

Glasscock Elementary Total.....\$10,360.00

Lebanon Elementary Preschool Playground

(1) Rhapsody Ditty Metallophone.....	\$2,725.00
(3) Rhapsody Kettle Drum Junior.....	\$3,615.00
(1) Rhapsody Warble Chime.....	\$4,020.00

Lebanon Elementary Total..... \$10,360.00

West Marion Elementary Preschool Playground

(1) Rhapsody Ditty Metallophone.....	\$2,725.00
(3) Rhapsody Kettle Drum Junior.....	\$3,615.00
(1) Rhapsody Warble Chime.....	\$4,020.00

Lebanon Elementary Total..... \$10,360.00

4. Explain how you plan to measure the success or outcome of this grant.

The outcome of this grant will be measured by the percentage of students in each preschool classroom who participate and engage in activities involving the Rhapsody collection. Music teachers in each school, as well as the high school band director, will be included in collaborative efforts to promote and increase student participation. Parent, teacher and student surveys will also be given to determine successful outcomes.

5. If you received a Crusade grant last year, briefly describe the success of the grant, including your outcomes and how they were measured. Please share specific examples of the impact this grant had on children who have special needs.

The WHAS grant that was received by the Marion County Public Schools last year provided each of the four elementary schools with the Minds in Motion program. The Minds in Motion program is a unique movement program designed to stimulate the balance, visual, and auditory processes of the brain by building strong neural pathways that are vital for academic, social, and athletic success. The implementation of this program continues to grow as more teachers have seen the benefits of incorporating structured, specialized activities that target the developmental needs of their children. The simple, effective activities outlined in the Minds in Motion program have given teachers the opportunity to address the special needs of their students under time and space constraints. Teachers have reported gaining an understanding of underlying developmental components needed to facilitate their student's growth in reading, writing, and math.