

**Preston, Teresa M.**

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**From:** Willis, Amy M  
**Sent:** Tuesday, January 08, 2019 3:29 PM  
**To:** Preston, Teresa M.  
**Subject:** FW: Your Application

**From:** WHAS CRUSADE FOR CHILDREN [mailto:mail@grantapplication.com]  
**Sent:** Tuesday, January 8, 2019 3:26 PM  
**To:** Willis, Amy M <amy.willis@marion.kyschools.us>  
**Subject:** Your Application

Your WHAS Cruade for Children application has been saved successfully, and the tracking number is 20174. For your records, here is a copy of the contents of your application:

**Crusade for Children Grant 2019-20**

**Grant Instructions**

**Grant Preparation Instructions**

**THIS APPLICATION MUST BE SUBMITTED TO THE CRUSADE OFFICE ON OR BEFORE 4:00pm (ET) FRIDAY, JANUARY 11, 2019**

- The mission of the WHAS Crusade for Children is to make life better for children with special needs by inspiring generosity with our community partners. For this grant, a demonstrable physical, medical, mental, or emotional need that is not experienced by the greater population, is considered a special need. Your grant must serve this population.
- The only time a second application should be completed is to differentiate a capital project from a program project.
- Please make sure all required attachments appear with the original application. The application you submit will be final.
- The person(s) responsible for preparing this application should carefully read all of the rules on the following page.

**Responsibility for the allocation of Crusade funds rests with the members of the WHAS Crusade for Children Advisory Panel and the WHAS Crusade for Children Board. The Advisory Panel 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 Emerita - Gaylia R. Rooks**  
The Temple, Louisville
- **Dr. John Slider**  
Breckenridge Chapel, Free Methodist, Louisville
- **Rabbi Emeritus - Stanley Miles**  
Temple Shalom, Louisville
- **Father Tony Smith**  
St. Lawrence Catholic Church, Louisville
- **Dr. Charles Burton**  
Second Baptist Church, Taylorsville
- **Rev. Conrad Moorner**  
Retired - Northside Church of Christ, Jeffersonville
- **Rev. Sally McClain**  
Retired - Edenside Christian Church, Louisville
- **Rev. Clay Calloway**  
West Louisville Ministries Coalition
- **Dr. Marian Taylor**  
S. Frankfort Presbyterian Church, Shelbyville
- **Rev. Daniel Corrie Shull**  
Burnett Ave. Baptist Church, Louisville

## **Crusade Grant Rules**

### **Crusade Grant Rules**

**Grant Year** - The grant year is from September 1, 2019 to August 31, 2020. 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 approved extraordinary circumstances.

#### **Grant Scope**

- Grants will be awarded only to programs implemented by non-profit agencies, schools, and hospitals whose primary function is the treatment or education of children with special needs 18 and under. Grants will not be awarded to individuals or for the benefit of a single child.
- Grants are awarded for specific purposes and programs. Agencies must request approval to change the purpose of the grant. Any savings realized will be retained by the WHAS Crusade for Children.
- Grants are awarded to support salaries for persons who work directly with children with special needs and not to support any remuneration beyond salary (including travel, benefits, and training). Grants will not be awarded for salaries for administrative services.



- Grants must focus on direct services to children with special needs. Grants will not be awarded to requests that focus solely on parents, other family members, or are strictly research based.
- Grants that address the socio-economic special needs of children will be reviewed through the filter of the primary mission of the WHAS Crusade for Children to address the physical, medical, mental, and emotional needs of these children.

**Geographical Consideration** - Crusade grants must be spent entirely for children in Kentucky and Indiana. No part of a grant may be sent to an affiliated national headquarters. 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.

**Lending Equipment** - Grants awarded to provide equipment (to include animals) or services for an individual or a child's family must remain the property of the agency, school, or hospital. It can be loaned through an agreement for a designated period of time. At the end of the agreement, equipment must be returned or a new agreement established.

**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, 2020.

**Salaries** - 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, first priority will be given to agencies serving children in Kentucky and Indiana counties where residents support the Crusade.

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

- Overhead costs, such as administrative positions, postage, copies, etc.
- PR or public awareness campaigns
- Benefits or any portion of employee benefits
- Extended warranties or installation for equipment of any type
- Taxes (the Crusade only funds tax exempt agencies who should only pay limited or no taxes)
- Shipping or freight expenses
- Employee continuing education/training or travel expenses/lodging
- Personal items, such as food, t-shirts, costumes, etc.

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

I have read and agree to the Crusade Grant Rules:

Yes

## Contact Information

### ORGANIZATION

Is this the first time your organization has applied for a grant with the Crusade for Children?

Yes or No

No

Legal Name of Organization



Marion County Board of Education

Organization EIN / Federal ID Number



61-6001309

Organization Type



Schools

DBA

(if applicable)

**Address**

755 East Main Street

**City**

Lebanon

**State**

KY

**ZIP Code**

40033

**County**

Marion

**Phone**

270-692-3721

**Fax**

270-692-1899

**Web Address**

[www.marion.kyschools.us](http://www.marion.kyschools.us)

**Tax Status**

Public Foundation

**Organization Mission Statement**

Marion County Public Schools: Where WE.....DREAM, BELIEVE & ACHIEVE!

Marion County Public Schools is committed to the educational growth of every member in our community.



We BELIEVE in...

Delivering a rigorous and intentional curriculum ensuring ALL students graduate College &/or Career Ready.

Recognizing that personalized learning supports for each student ensure successful grade-level transitions.

Engaging families and the community to make certain that learning begins at birth.

Achieving results through data driven decisions and on-going assessments resulting in continuous school improvement.

Maintaining a safe, welcoming, school environment.

Inspiring a culture of High Expectations and Accountability for continuous learning.

Nurturing relationships that build active partnerships with students, staff, families and community.

Growing visionary leaders that will shape the future of or for Marion County.

## CEO or Executive Director

Prefix

Mrs.

First Name



Taylor

Middle Name



Last Name



Schlosser

Phone



270-692-3721

E-mail



taylor.schlosser@marion.kyschools.us

## Application Contact & Title (if not the CEO or Executive Director)

No Same as CEO or Executive Director

Prefix

Mrs.

First Name



Amy

Middle Name



Last Name



Willis

Phone



270-692-3721

E-mail



amy.willis@marion.kyschools.us

## Grant Information

### Grant Information

**Please indicate dollar amount you are requesting in this grant application:**

5950

**How many children with special needs will this grant serve, if awarded?**

Kentucky



79

Indiana



Project Title



Rifton Chairs

**BRIEF PROJECT DESCRIPTION: Summarize in 100 words or less.**

14 Rifton compass chairs would allow our preschool program to place additional chairs in our preschool classrooms. With the increased number of students in our program who benefit from the support, security and sensory boundaries provided by the Rifton compass chair, we are currently sharing chairs and moving them from the cafeteria to the classroom. The additional chairs would allow for an adequate number of chairs in our classrooms and cafeteria.

**STATEMENT OF NEED: Summarize in 100 words or less.**

Marion County public schools has seven preschool classrooms in three elementary schools. We serve children ages 3 and 4 who have a qualifying disability, 4 year olds qualifying based on income and a small number of 4 year old children attending on tuition. We have 140 students, 79 of which qualify because of a disability. We serve children with disabilities that include autism, cerebral palsy, spinal muscular atrophy, developmental delays, and social/emotional delays. Our need for Rifton chairs has increased based on the increase in the number of students benefiting from the supportive seat and sensory boundaries the chair provides.

**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 everyday in the preschool environment. This grant will serve students identified with disabilities such as: Autism, Spinal Muscular Atrophy, Cerebral Palsy, Down Syndrome, Developmental Delays, and Speech Delays to participate in the classroom with same age peers using the Rifton compass chair. The Rifton compass chair is designed to allow students with disabilities to participate in large group activities such as circle time and small group table top activities along side their non-disabled peers without drawing attention to their disability. The chair provides support and boundaries necessary for students with specific needs to feel safe and secure in their environment. By giving all students the opportunity to participate in activities within the preschool classroom, all children are able to increase their cognitive, motor, social/emotional, sensory, and adaptive skills.

**What age range will this grant serve?**

3 - 5

**Please choose which category best serves the population of children you are serving.**

Physical Challenges  
Medical Challenges  
Emotional Challenges

**Indicate the home counties of children you serve**

If more than 10 counties, include in expanded detail section below

Marion (KY)  
Boyle (KY)  
Washington (KY)  
Taylor (KY)



**List any additional counties served****Expanded Detail**

In the space below, include expanded details of the project. (1,000 word limit - approx. 2 pages)

14 Rifton compass chairs would allow our preschool program to place additional chairs in our preschool classrooms. With the increased number of students in our program who benefit from the support, security and sensory boundaries provided by the Rifton compass chair, we are currently sharing chairs and moving them from the cafeteria to the classroom. The additional chairs would allow for an adequate number of chairs in our classrooms and cafeteria.

**Budget:**

Glasscock Elementary School

(6) size 2 Rifton Compass chairs \$1950

(6) seatbelt \$240

(6) stability feet \$360

Total \$2550

Lebanon Elementary School

(4) size 2 Rifton Compass chairs \$1300

(4) seatbelt \$160

(4) stability feet \$240

Total \$1700

Glasscock Elementary School

(4) size 2 Rifton Compass chairs \$1300

(4) seatbelt \$160

(4) stability feet \$240

Total \$1700

Total Project Budget \$5950

**Organization Information**

**PROJECT BUDGET - Provide Amounts for Requested Area of Funding. Please put a 0 in fields that are not applicable.**

**Personnel Salary Costs:**
☒
**Total Salary Costs**
☒

0

**Amt. Request from Crusade**
☒

0

#### Percent - Personnel Salary

Click calculator to calculate percent automatically



0.00%

#### Program/Project Costs:



#### Total Program/Project Costs



5950

#### Amt. Request from Crusade



5950

#### Percent - Program/Project Costs

Click calculator to calculate percent automatically



100.00%

#### Request - Capital Costs:



#### Total Capital Costs



0

#### Amt. Request from Crusade



0

#### Percent - Capital Costs

Click calculator to calculate percent automatically



0.00%

### University Scholarships:



### Total Scholarship Costs



0

### Amt. Request from Crusade



0

### Percent University Scholarships

Click calculator to calculate percent automatically



0.00%

### Sum Total Project Costs:



### SUM of Total Project Costs

(Sum -Personnel, Project, Capital, Scholarships)



5950.00

### SUM of all Requested Costs

(Sum -Personnel, Project, Capital, Scholarships)



5950.00

## Itemized List of Project Costs in Order of Priority

### Item 1



Rifton Compass Chair (14)

### Item 1 Amount



4550



Item 2



Seat belt (14)

Item 2 Amount



560

Item 3



stability feet (14)

Item 3 Amount



840

Item 4



Item 4 Amount



Item 5



Item 5 Amount



Item 6



Item 6 Amount



Item 7



Item 7 Amount



Item 8



Item 8 Amount



#### Sum Itemized Amounts

Click calculator to sum Items 1-8

5950.00

**Smaller items may be grouped into categories. Provide details, quotes, and pictures for items listed above. If your request is more than 8 items, include additional items with your attachment. (Note: Choose file and then click upload.)**

Include all together as one PDF document.

Rifton Chairs.pdf

#### **Explain how the success of this grant will be measured.**

The success of this grant will be measured by the increased participation during large group and small group activities within the preschool setting by our students with disabilities and developmental delays.

**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.**

The WHAS grant that Marion County Public Schools received last year provided free standing musical instruments for our preschool playgrounds. The success of this grant has been seen in the number of students engaging in activities involving the Rhapsody musical instruments on the playground. Music provides many developmental benefits in areas of academic achievement, social/emotional development, motor, language and literacy. The Rhapsody music collection -not only has enhanced these skills, but provided enjoyment on the playground to all students.

#### **Brief Organization Background**

Marion County Public Schools is located in central Kentucky. We are the 2nd largest employer in our community, over 600 employees. Approximately 3300 students attend school in our district. Marion County Public Schools is committed to six big dreams, one of which is learning begins at birth. This dream has resulted in our district giving out over 7,000 books each year to children birth to age 5.

We are committed to ensure all children have the opportunity to be successful. We don't let a disability or socio-economic status dictate a child's level of success.

### Most Recent Year-End Organization Budget:

Total Revenue

Total Expense

Net Income Amt

Click on Calculator for percent

0.00

Total Department/Agency Budget

Amount

### Explanation of Net Income Deficit or Surplus

Percent of Budget derived from Grants

Use whole numbers, do not use % symbol

Percent of Budget Derived from Fees

Use whole numbers, do not use % symbol

What percentage of your board contributes to your agency financially?

Use whole numbers, do not use % symbol

How will your agency make the community aware of grant and its impact on community?



If we receive the WHAS grant we will utilize social media, district webpage, local radio and television station, and newspaper to inform our community of the grant and its impact.

**What are your fundraising plans for the Crusade in your community?**

**If you choose "Other" please explain below.**

Special Events

Other

### University Scholarships

**Complete this Section *ONLY* if you are Requesting Funding for University Scholarships**

**Cost Per Hour:**

**Undergraduate Instruction**



**Graduate Instruction**



**Total Number of Students Currently Enrolled as Special Education Majors:**

**Undergraduate Students**



**Graduate Students**



**For Each Year, Provide the Total Number of Students Graduated from Program Certified to Teach Special Education**

**2014**



**Bachelors**



**Masters**



**2015**



**Bachelors**



**Masters**



**2016**



**Bachelors**



**Masters**



**2017**



**Bachelors**



Masters



2018



Bachelors



Masters



## Sources of Financial Aid for Students Majoring in Special Education

## Number of Crusade Scholarships to be Granted

### Attachments

**ATTACHMENTS -- (Note: You must choose file and then click upload. We recommend you upload .pdf files.)**

A copy of the agency's latest audit report is required. The audit must be in accordance with standard GAAP/GAAS, performed by a local, independent CPA and dated after December 2016. Audit requirements are as follows:

1. for budgets over \$500,000 an audit is required every year; (public schools in Indiana will follow their state law audit guidelines)
2. for budgets between \$251,000 and \$500,000 an audit is required every other year with an approved financial review the years between; and
3. for budgets under \$250,000 an annual board approved financial review is required.

Audit Report.pdf

A complete IRS Form 990 must be included with all applications if the agency is required by federal law to file such a form. (Boards of education, for example, are exempt from this requirement.) For all others, the IRS 990 and audit report must cover the same fiscal period.

IRS determination letter granting 501(c)(3) status

IRS Documents.pdf



A list of the agency's board of directors is required. The list must include names, addresses and each person's title (e.g. president, secretary).

Board Members.pdf

A copy of the agency's most recent annual report, if one is published, is required.

Annual Financial Report.pdf

Your agency's Executive Director and the president of your agency's board of directors must submit written authorization on letterhead approving the request and agreeing to maintain any items purchased with WHAS Crusade for Children funds. (School systems must have approval from the superintendent and school board president. Universities must have approval from the president and dean of school.)

When applicable, the agency must submit a brief summary of the educational background and specialized training of teachers, medical professionals and other persons who are involved in direct interventions for children with special needs.

### Signatures

**All applicants for a WHAS Crusade grant must read and agree to the requirements of this application. Failure to comply will result in disqualification of the application. Checking the box below each statement indicates agreement on the part of the applicant.**

If a grant is awarded, your agency must agree to submit a mid-year Agency Report Form and a final Agency Report Form on the dates required.

Yes

Grant money must be used by August 31, 2020 and requested for reimbursement by September 30, 2020 for the specific purpose listed in the grant. After that date, unspent funds remaining will be retained by the Crusade.

Yes

Any vehicle purchased entirely with Crusade funds may be used only for the transportation of children with special needs. If the vehicle is purchased with partial Crusade funds, the use of the vehicle to transport children with special needs will depend on the percentage of Crusade dollars awarded. The sign on the back or side of the vehicle must state "Funded by the WHAS Crusade for Children, Inc.", or "Partially funded by the WHAS Crusade for Children, Inc."

Yes

Schools must be up-to-date with accreditation requirements.

Yes

The Crusade requires that property of any kind acquired with grant money be held and used only by the applicant for the non-profit purpose designated. Disposal of equipment requires approval by the Crusade. If an applicant discontinues using the property for the described non-profit purposes, misuses a vehicle or other equipment for other than transporting or treating children with handicaps, or disposes thereof without the Crusade's written approval, the applicant agrees to refund in cash to the Crusade, IMMEDIATELY AND WITHOUT DEMAND, THE ENTIRE AMOUNT OF THE MONEY GRANTED REGARDLESS OF THE AGE OF THE VEHICLE OR PIECE OF EQUIPMENT.

This action will be taken by the WHAS Crusade for Children with full publicity of the offending agency's misuse of funds donated by the public.

Yes

## **Public Accountability Standards**

1. I certify that the organization named in this application accounts for its funds in accordance with generally accepted accounting principles (GAAP) and was audited in accordance with generally accepted auditing standards (GAAS) by an independent CPA in the immediately preceding year; OR organizations with an annual budget less than \$250,000, a Board approved financial review replaces an audit.

Yes

2. I certify that the organization named in this application is directed by an active and responsive governing body whose members have no material conflict of interest and a majority of whom serve without compensation.

Yes

3. I certify that the organization named in this application is chartered/incorporated under a governmental entity.

Yes

Type the Name and Title of the Individual submitting this application.

Amy Willis, Early Childhood Director

Janene Hickerson

Grants Manager

WHAS Crusade for Children

520 W. Chestnut St., Louisville, KY 40202

Phone: 502.582-7522 | 502.582.7706 | Fax: 502.582.7712 | [jhickerson@whas11.com](mailto:jhickerson@whas11.com)