

Request to Place an Item on the AgendaName: Kim JusticeAddress: 205 Airport Rd, Elton, KY 42220Telephone number: 270-265-2456

Name of school children attend, if applicable: _____

Group represented: _____

Check if request was submitted to: ☐ Superintendent ☐ Board Chairperson

Conferred with following administrators (names): _____

Description of Issue: Requesting approval to
apply for the System of Care
Five Partner grant in the
amount of \$5,000.

Specific Action Requested: Approve applying for
the System of Care FIVE Partner
grant in the amount of
\$5,000.

Check if you are: ☐ Board Member ☒ District Employee ☐ Community Member

All requests for items to be placed on the agenda must be submitted to the Superintendent prior to the Board meeting as specified in Board Policy 01.45. Items submitted shall require prior approval of the Superintendent.

Review/Revised: 3/13/06

System of Care FIVE Partner Funding Request Form

To submit a request for System of Care funds, respond to the following. Limit: 5 pages

Expectations and Obligations

- ✓ Any organization providing services and supports to children and youth who meet criteria for having a Severe Emotional Disability (SED) and their families and who have child welfare involvement is eligible to request funding for projects, resources, activities, and/or co-sponsorship of training, professional development, and conferences.
- ✓ Technical Assistance is available to organizations requesting SOC funding. This includes consultation regarding training, cultural/linguistic responsiveness, family and youth engagement, and evaluation.
- ✓ SOC staff will assist with promotion of co-sponsored events via website, distribution lists, and community networking.
- ✓ Copies of materials will be provided to SOC FIVE Training Coordinator.
- ✓ Any funds awarded must be used to "supplement" **not** "supplant"! In other words, these funds may not free up state or local dollars for other purposes but should create or augment programs to an extent not possible without these dollars.
- ✓ Per cost-sharing guidelines, the budget report will include total in-kind and cash contributions (e.g., other partner sponsorships, meeting room space, staff time, handouts, supplies, etc.) which can contribute to SOC FIVE requirements. Match resources are non-federal public or private funds that are not being used as match for any other federal program.
- ✓ Proposals must be submitted to DeeDee.Ward@ky.gov by April 8 for April review, July 8 for July review, and October 7 for October review.
- ✓ Proposals will be reviewed quarterly by an interagency team in mid-April, mid-July, and mid-October 2021.
- ✓ Awardees will be notified by April 30, July 30, and October 29, 2021.
- ✓ Upon notice of award, the awardee will submit a single invoice to DeeDee.Ward@ky.gov for approval and will be processed by the Kentucky Partnership for Families and Children, Inc. (sample invoice enclosed).
- ✓ A final report including a summary of activity and/or participant evaluations will be submitted to the DeeDee.Ward@ky.gov within 60 days of event conclusion. This report will also include match requirements as described above.

1. Organization Information: fillable application attached.

Name:

Contact Person:

Address:

Telephone Number:

Email Address:

2. **Abstract**

Provide a concise summary of the proposed project or activity including:

- ✓ How will this activity enhance services and supports to children and youth who meet criteria for having a Severe Emotional Disability (SED) and their families and who have child welfare involvement
- ✓ How will this activity or event support one or more of the core values and guiding principles of System of Care?

System of Care Values

- ✦ Community-Based
- ✦ Family- and Youth-Driven
- ✦ Culturally- & Linguistically-Responsive
- ✦ Trauma-Informed

System of Care Principles

- ✦ Comprehensive array of effective, community-based services and supports
- ✦ Strength-based, individualized service planning
- ✦ Evidence-informed and promising practices
- ✦ Services and supports delivered in the least restrictive, most normative environments possible
- ✦ Partnerships with families, youth
- ✦ Effective care management support
- ✦ Developmentally appropriate services
- ✦ Incorporate mental health promotion, prevention, early identification, intervention, and recovery services and supports
- ✦ Accountability and quality improvement tracking
- ✦ Protect the rights of children and families
- ✦ Provide services without discrimination

3. **Goals, Objectives, Outcomes, and Timeline of Activity**

Describe the anticipated outcome(s) of the proposed project or activity. Provide objectives that are Specific, Measurable, Attainable, Relevant, and Time-based (SMART).

Example:

GOAL 1: Increase access to preventive services and supports for families who have or are at risk of child welfare involvement.

Objective 1: Develop/provide social-emotional learning activities in 3 after-school or out-of-school programs for 25 children age 5-12 during May and June 2021.

Objective 2: Increase by 5% the availability of books and other materials for children, youth, and families that focus on healthy families, relationships, and wellness at local libraries (public or school) by August 2021.

4. Evaluation

Describe how you will evaluate the effectiveness of the project or activity.

5. Budget

In addition to a detailed budget (see sample below), please identify collaborating organizations and their contribution to this activity.

An example of a project budget:

Direct Costs	Cost	Cash and In-kind or Contributions
<i>Item/Description</i>		
Speaker Honorarium and Travel		
Workshop Supplies		
Conference materials 50@\$2.00		
Meeting Space		
Total Request		

6. Sustainability

Describe a sustainability plan that documents how the project will continue beyond start-up period, including sources of cash and in-kind match and how those will be used to support ongoing implementation.

Fillable Application

1. Organization Information

Name: Todd County Schools

Contact Person: Kim Justice

Address: 205 Airport Road, Elkton, KY 42220

Telephone Number: 270-265-2436

Email Address: kim.justice@todd.kyschools.us

2. Abstract

Provide a concise summary of the proposed project or activity including:

- ✓ How will this activity enhance services and supports to children and youth who meet criteria for having a Severe Emotional Disability (SED) and their families and who have child welfare involvement
- ✓ How will this activity or event support one or more of the core values and guiding principles of System of Care?

If awarded grant funds, Todd County Schools will provide services to support the social-emotional needs of students with severe emotional disabilities who have child welfare involvement or are at-risk for involvement. Specifically, Todd County Schools plans to enhance the current Social Emotional Learning (SEL) book library for both students and guidance counselors, purchase memberships to School Counselor World, and support attendance to the Kentucky School Counselors Association Conference. Additionally, anxiety reducing/calming kits will be developed for students. Each of these is described in more detail below.

A variety of books, including culturally and linguistically appropriate selections, will be chosen that are geared toward ages kindergarten through grade 12 and focus on coping with a various social and emotional issues, such as anxiety, depression, anger, and grief. Resource books will also be purchased for guidance counselors to help support social and emotional needs.

School Counselor World is a membership that provides guidance counselors access to a number of evidence-based counseling resources, including individual and group counseling activities, behavior interventions resources, a materials library, guidance lessons, and trauma informed care training and resources. Guidance counselors at each school will be provided membership.

Staff who provide counseling services will also be provided the opportunity to attend the Kentucky School Counselor Association Conference. The conference will provide counselors additional training to help better support students with emotional needs and their families.

Anxiety reducing/calming kits will be developed for students at various ages. These kits will include items such as coloring books, fidgets, journals, scented markers, etc.

The following Core Values are addressed in this project: Culturally & Linguistically-Responsive; Trauma-Informed.

The following System of Care Principles are addressed in this project: Developmentally appropriate services; Incorporate mental health promotion, prevention, early identification, intervention, and recovery services and supports; Evidence-informed and promising practices; Services and supports delivered in the least restrictive, most normative environments possible; Provide services without discrimination.

3. Goals, Objectives, Outcomes, and Timeline of Activity

Describe the anticipated outcome(s) of the proposed project or activity. Provide objectives that are Specific, Measurable, Attainable, Relevant, and Time-based (SMART).

Goal 1: Increase staff and at-risk student access to effective Social Emotional Learning (SEL) and materials.
Objective 1: By the end of the 2021-2022 school year, the number of Social Emotional Learning (SEL) books accessible to students and guidance counselors will increase by at least 65.
Objective 2: During the 2021-2022 school year, guidance counselors will access resources from the School Counselor World and the Kentucky School Guidance Counslors Association Conference to plan guidance lessons and/or individual/group counseling activites as evidenced by lesson plans and/or counseling notes.
Objective 3: During the 2021-2022 school year, a minimum of 40 anxiety reducing/calming kits will be made and distributed to schools in the district to provide to students with social-emotional needs.

4. Evaluation

Describe how you will evaluate the effectiveness of the project or activity.

To evaluate the effectiveness of the project, guidance counselors will log the use of purchased materials. Additionally, guidance counselors will be surveyed to rate the effectiveness of the components of the project on a Likert scale.

5. Budget

In addition to a detailed budget (see sample below), please identify collaborating organizations and their contribution to this activity.

Expenses/Items needed	Cost	Cash and In-kind or Contributions
Social-Emotional Learning Books for Guidance Counselors and Students	\$900	General Fund for staff time to provide counseling/Groups to students \$1000
4 School Counselor World Memberships	\$1700	General Fund for staff time to plan and implement lessons, Copies for lessons \$9,250
Attendance to the Kentucky School Counselors Association Conference (Registration)	\$800	General Fund for staff time to attend conference \$1000
Travel/Hotel Costs for Kentucky School Counselors Conference	\$900	
Anxiety Reducing/Calming Kits	\$700	General Fund for staff time to assemble and teach students to use kits \$500
Total Request	\$5000	\$11,750

6. Sustainability

Describe a sustainability plan that documents how the project will continue beyond start-up period, including sources of cash and in-kind match and how those will be used to support ongoing implementation.

Guidance counselors will use their district funded time to sustain the project through the use of purchased books and lessons/activities obtained through the School Counselor World Membership. Additionally, they will continue to use the strategies gained through the membership and conference attendance to better serve students with social-emotional needs through guidance lessons, as well as individual and groups sessions.