

GRANT APPLICATION COVER PAGE (Attachment A)

Name of Applicant Organization: Little Lambs Preschool

Address: 811 Oak St.

Atlantic, Iowa 50022 Cass County

Phone: 1-712-243-2927 Fax: 1-712-243-4421

Contact Person: Dianna Williams – Director

Board of Directors Chairperson of Applicant: Pastor Leon Hodges - Chairman

Is your organization

Private School Public School

Private Not for Profit Government

Private for Profit Other _____

Tax Exempt Status [e. 501 C (3)]: 501 C (3) Status through Zion Lutheran Church

Federal ID#: 420817341

Name of Project: Update Materials and Provide Healthy choices

Target Population of Project: 3 yr. olds to 5 yr. olds

Category New Project Existing Project

Total amount requested from Boost4Families \$ 11,827.50

In-Kind Contributions/10% match \$ 1500.00

Other funding secured for this project \$ 6300.00

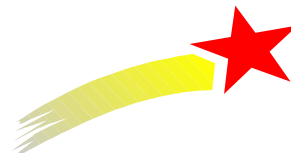
TOTAL PROGRAM COST \$ 19,627.50

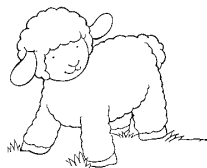
I certify that I am duly authorized to commit and assurances for the applicant, and therefore agree to comply with all the provisions of the Request for Proposal, and to the best of my knowledge, the information contained in this application is correct and complete.

Dianna Williams 4/28/09
Signature of authorized Officer/Director of Applicant Date

Director
Title

BOOST4FAMILIES
Cass/Mills/Montgomery





Little Lambs Preschool
Boost 4 Families
Request for Continued Funding

(I) Funding Request:

(I) Organization Description: Little Lambs Preschool was formed in July of 1978, and for 30 years has been located within the Zion Lutheran Church building in Atlantic, Iowa. We provide early education learning opportunities, monthly field trips, guest speakers, and kindergarten readiness for children ages 3 through 5 years old. Our 3 year old classes are offered on Tuesday and Thursdays from 9:00 -11:30 am. Our 4-5 year old children attend on Mondays, Wednesdays, and Fridays, from 8-11:30 am and 12:00-3:30 pm. Our School District has applied for the Voluntary Universal Preschool funding, and hope to find out the end of May if we qualify to be included in that program. We look forward to collaborating with our school system, and understand that funding streams will provide for our teaching salaries, and a portion of supplies. We are a non-profit organization that is licensed through the Department of Human Services, and we participate in the Quality Ratings Scale system, applying this year for a level 4 out of 5 rating. Little Lambs Preschool uses the Creative Curriculum Evaluation tool to evaluate it's students, participates in the Quality Preschool Performance Standards, Every Child Reads, Handwriting Without Tears, and Visual Phonics. We offer an accredited Director, and 3 trained professional teachers, who continue their education training hours each summer, and an aid who assists our classes. Our Program is operated by parent's tuitions and donations from community organizations, and various grants. Grants limit us as to what we can use the funds on, and have come in very handy.

(II) Amount Requested: \$ 11,827.50

(III) Purpose of the Request: Little Lambs Preschool provides programming for 40-60 students during the school year, with 1/3 of those students receiving tuition grant assistance each month, based on financial need. Early Preschool experiences help children prepare for kindergarten; enable outside agencies like local AEA groups to evaluate children in speech, hearing, and physical development; and give children a head start to a lifetime of learning experiences in school. Our Preschool Program is funded through parent's tuitions, donations from community organizations, and various grants. Our teachers are required to attend trainings each year to meet quality standards, set forth by the State, and our program is required to pay the teachers for their trainings. Being a non-profit organization, with over 1/3 of our families on tuition assistance, does not allow for extra income in our budget to pay for teachers trainings, as well as allow for supplies for the year. After 30 years of teaching children, our Program is in need of some updates. The QRS requirements that we meet, and the funding we receive, allow us to update a few centers at a time, but there are areas that are left in need. Each year families are asked to provide snacks, but our center would like to provide that snack to the children, guaranteeing that the food is healthy and safe for each child. We have a manipulative cupboard that is over 25 years old, and has been repaired several times. This last time, we were

unable to fix it, and are in need of a place for our manipulatives. We are asked each year by the High School to allow a student to work in our Program, gaining valuable knowledge and experience. We gain valuable assistance as well.

(IV) Project Details:

Snack Supplies:

293 snacks a yr. (Sept.-May) x 40 children = 11,720 snacks x .50 cost ea.= **5860.00**

Updates for supplies and toys:

- (1) Hinged Manipulative Cupboard **700.00**
- (2) New Manipulatives **500.00**
- (3) Art Supplies: construction paper, glue, glitter, paint, tape, brushes, ect. **200.00**
- (4) Dress up Clothes **200.00**
- (5) Trikes: 5 x 100.00 helmets and knee pads: 5 x 30.00 **650.00**
- (6) Update creative centers: Science, Math, Listening, Household x 150.00 ea. **600.00**
- (7) Tree section natural blocks **50.00**

Hire Student from the Multi Occupations class at High School: **4567.50**

3.5 hr. a day x 5 days=17.5 hrs. x 4 wks=70 hr. a mo. x 7.25 an hr.=
507.50 a mo. x 9 mo. (Sept.- May)

(V) Target Population: Our Program has successfully operated since 1978 with the support of Zion Lutheran Church congregation members. We serve Atlantic, Iowa which is a moderate sized community of 7000+ people in a county of 15,000. The majority of the families in our Program come from low to middle class incomes. Each year approximately 45 to 60 children will utilize our Preschool, with classes running from Sept. - May. According to the 2008 Federal Poverty Guidelines, if the family's income for a family of 3 is at or below \$35,200, those families may apply for tuition assistance. Based on income, we average 1/3 of our families on tuition assistance for their monthly tuitions. We have 2 Spanish speaking students, and 2 children who speak Chukese, with 2 more siblings enrolling next year. This requires extra trainings for our teachers, at the expense of the Preschool.

(VI) Project Outcomes: By having our students assist in preparing healthy snacks each day, we are ensuring that they are building on healthy eating habits, and will take this knowledge home to their parents. We anticipate that our Preschool will be included in the Universal Preschool funding in the near future, but we are unsure as to what funding will come into our program from our local school district. Because our program is 30 years old this year, we have several toys and supplies that need to be updated and replaced. It is unlikely that the Universal Preschool funding will allow us to replace these items, unless it is at our own expense. To maintain the quality program that we have strived for, we are in need of updating the manipulative areas, and supplies for the classrooms. We have utilized the students at the High School in the past, when funds have been there to do so, and we have always had a very positive experience with the student, and the student has come away with valuable knowledge. As the Program continues to expand on quality improvements, the expenses have outpaced the resources available.

(VII) Strategies to Implement the Project: Parent involvement is a key ingredient in our Program, and the parents would be asked to assist in putting equipment together, and setting

up centers. The children are involved in making choices and learning about healthy foods, and would be involved in choosing the snack items to be made or purchased each month, to follow our curriculum. I have given presentations at the High School in years past, about being involved in a Preschool program, and the Multi Occupations student that would be in our classroom this year, would be able to assist me in those presentations.

(VIII) Sustainability: Little Lambs Preschool has served the Atlantic Community for 30 years, and continues to take parent tuitions, DHS assistance, grants, and donations. We continue to take continued education classes, and perform the QRS requirements and DHS requirements and updates. We work with families that are struggling financially, and no child is denied a Preschool education. We work hard to keep our expenses down, and our quality high at all times. This assures families that their children are our number one priority.

(IX) Viability of Project: The success of our Program is based on the evaluations at the end of the year, that are taken by the parents at conference times. Having children in early education programs, provides structure, security, peace of mind for the child, and allows a child to grow and develop a positive self-concept, and learn the necessary skills and abilities to do well in the public schools later on in life. Early childhood experiences help a child build on a lifetime of learning. We have built strong friendships with the families in our programs, and continue to enroll siblings of past students. The families rely on our staff as friends, someone else who knows their children well. The parents of children in our Program have received parenting skills training, family finance training through church ministry, through counseling service referrals, and through classes and educational materials offered. The staff in the Program care for the whole family, and offer support and encouragement.

(2) Evaluation: How do we know we are successful? The success of our Program is measured in the success of the students who enter Kindergarten after attending our Preschool programs, better prepared emotionally and educationally. Parents continue to enroll siblings of past students in our classes, and we maintain the quality in our program with our Quality Ratings Scale measure, and our continued AEA 13 assessments and classes. Teachers keep us informed of any adjustments that they need us to do when working with the Preschoolers, so they are better prepared for Kindergarten. A happy parent, and a successful student, are our best accomplishments as a Program.

Thank you for your consideration in this proposal.
- Dianna Williams –

Little Lambs Preschool Budget for 2009-2010 School Year

<u>Expenses:</u>	Projected	Requested	In-Kind
<u>Description</u>	<u>for 2009</u>	<u>Grant Items</u>	<u>Matching</u>
Busing	1500.00		
Director Salary	4100.00		
1 Lead Teacher salary	8940.36		
1 Co-Teacher salary	4797.00		
1 Co-Teacher salary	2126.70		
Multi Occupation Student from H.S.		3067.50	1500.00
Telephone Expense	250.00		
Food and Groceries	1200.00		
Snack Supplies		5860.00	
Travel/ classes/ Staff Training	1000.00		
Membership and Dues	200.00		
Office Supplies	2000.00		
Classroom and Art Supplies		200.00	
Manipulative Cupboard		700.00	
Manipulatives and Natural Tree blocks		550.00	
Dress Up Clothes		200.00	
Trikes, helmets, and knee pads		650.00	
Update Creative Centers: 4 centers @ 150.00 ea		600.00	
Book, Toys, and Games	1500.00		
Playground Expenses	150.00		
Advertising	400.00		
Daily Supplies (Napkins,cups,ect.)	2000.00		
Insurance	337.00		
Postage	300.00		
Repairs	150.00		
Utilities	300.00		
Tuition Refunds	100.00		
Misc. Expenses	150.00		

	31,501.06	11,827.50	1500.00
<u>Income:</u>			
Gift Donations from Church members	500.00		
Deposit interest	25.00		
QRS (level 3- next yr. level 4)	2000.00		
State of Iowa- Tuition Assistance	11,000.00		
Deposited Tuition from Families	10,300.00		
Deposit Endowment grant	300.00		
Deposit Registrations for new year	500.00		
Refunds	100.00		
Misc. Gifts	1000.00		
Step Up to QRS grant	1800.00		
Thrivent Matching funds	200.00		
Misc Grant donation/ Fundraisers	<u>500.00</u>		
	28,225.00	<u>Total Profit/ Loss:</u>	-3276.06

Attachment B
BOOST4FAMILIES
CASS/MILLS/MONTGOMERY
Prevention, Early Intervention, and Family Well-Being Project
FY10 Request for Application

Proposal Check List

<i>Proposal Components</i>	<i>Proposal Page #</i>
Cover Page (Attachment A)	X
Proposal Checklist (Attachment B)	X
Action Plan/Project Narrative	X
Budget	
Budget Detail (Attachment C)	X
Budget Narrative	X

Applicant Name:

Dianna Williams
 Director

Little Lambs Preschool
 811 Oak St.
 Atlantic, Iowa 50022

DETAILED BUDGET SAMPLE (Attachment C)

Please follow the budget format below. Each category must include detail line items such as the examples in italics. Must show 10% match, either from other funds or in-kind.

DESCRIPTION OF EXPENSES	PROPOSAL REQUEST	OTHER FUNDING (IDENTIFY SOURCE)	OTHER FUNDING (IDENTIFY SOURCE)	IN-KIND MATCH
Salaries: <i>List # FTE & titles</i> SUBTOTAL				
Benefits: <i>FICA</i> <i>Health</i> <i>Dental</i> SUBTOTAL				
Training/Travel: <i>Registration fees</i> <i>Out of area travel</i> <i>In area travel</i> SUBTOTAL				
Office Supplies: <i>Postage</i> <i>Supplies</i> SUBTOTAL				
Program Materials: <i>Curriculum</i> <i>Participant materials</i> SUBTOTAL				
Equipment: <i>Purchase</i> <i>Rental</i> <i>Maintenance</i> SUBTOTAL	Snack supplies 5860.00 Art supplies 200.00 Manipulative cabinet 700.00 Manipulatives 550.00 Dress up clothes 200.00 Trikes, helmets 650.00 Centers 600.00			
Purchased Services: <i>Participant Transportation</i> <i>Facility rental</i> SUBTOTAL				
Subcontract Services: SUBTOTAL	Multi-Occupation Student 3067.50	Church members 500.00 QRS Scale 2000.00 Thrivent 200.00	Misc. Gifts 1300.00 Step up 1800.00 Fundraisers 500.00	In-Kind 1500.00
Other: SUBTOTAL				
Indirect Cost (not to exceed 8%)	11,827.50	2700.00	3600.00	1500.00
TOTALS	11,827.50	2700.00	3600.00	1500.00