

LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 1 – APPLICANT INFORMATION			
Legal Name of Applicant Organization: Jefferson County Public Education Foundation <i>(as listed on: http://www.sos.ky.gov/business/records)</i>			
Main Office Street & Mailing Address: Van Hoose Education Center 3332 Newburg Road Louisville, KY 40218			
Website: https://www.jefferson.kyschools.us/			
Applicant Contact:	Kristin Wingfeld	Title:	Coordinator School/Business Partner
Phone:	485-3995	Email:	kristin.wingfeld@jefferson.kyschools.us
Financial Contact:	Denise DeWitt	Title:	Grants & Awards Accounting Coordinator
Phone:	485-3734	Email:	denise.dewitt@jefferson.kyschools.us
Organization's Representative who attended NDF Training:			
GEOGRAPHICAL AREA(S) WHERE PROGRAM ACTIVITIES ARE (WILL BE) PROVIDED			
Program Facility Location(s): Minors Lane Elementary School, 8510 Minors Lane			
Council District(s): 13 & 5		Zip Code(s): 40219 & 40211	
SECTION 2 – PROGRAM REQUEST & FINANCIAL INFORMATION			
PROGRAM/PROJECT NAME: Minors Lane Playground			
Total Request: (\$)	20,000	Total Metro Award (this program) in previous year: (\$)	0
Purpose of Request (check all that apply):			
<input type="checkbox"/> Operating Funds (generally cannot exceed 33% of agency's total operating budget) <input checked="" type="checkbox"/> Programming/services/events for direct benefit to community or qualified individuals <input checked="" type="checkbox"/> Capital Project of the organization (equipment, furnishing, building, etc)			
The Following are Required Attachments:			
<input checked="" type="checkbox"/> IRS Exempt Status Determination Letter <input checked="" type="checkbox"/> Current year projected budget <input checked="" type="checkbox"/> Current financial statement <input checked="" type="checkbox"/> Most recent IRS Form 990 or 1120-H <input checked="" type="checkbox"/> Articles of Incorporation (current & signed) <input checked="" type="checkbox"/> Cost estimates from proposed vendor if request is for capital expense		Signed lease if rent costs are being requested <input checked="" type="checkbox"/> IRS Form W9 Evaluation forms if used in the proposed program <input checked="" type="checkbox"/> Annual audit (if required by organization) Faith Based Organization Certification Form, if applicable	
For the current fiscal year ending June 30, list all funds appropriated and/or received from Louisville Metro Government for this or any other program or expense, including funds received through Metro Federal Grants, from any department or Metro Council Appropriation (Neighborhood Development Funds). Attach additional sheet if necessary.			
Source:	NDF	Amount: (\$)	3,500
Source:	NDF	Amount: (\$)	23,000
Source:	NDF	Amount: (\$)	5,000
Has the applicant contacted the BBB Charity Review for participation? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Has the applicant met the BBB Charity Review Standards? <input type="checkbox"/> Yes <input type="checkbox"/> No			

LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 3 – AGENCY DETAILS

Describe Agency's Vision, Mission and Services:

The Jefferson County Public Education Foundation is applying on behalf of Minors Lane Elementary School (MLES). The school aligns with the vision of Jefferson County Public Schools: students graduate prepared, empowered, and inspired to reach their full potential and contribute as thoughtful, responsible citizens of our diverse, shared world. The mission of MLES is to provide a healthy atmosphere where each student can grow to his or her maximum capacity educationally, socially, emotionally, and physically.

MLES serves 428 students in grades K-5. Nearly half of its students (47.5%) qualify as English Language Learners, which is the fourth highest ESL enrollment percentage of any school in the state. MLES is a globally diverse learning environment representing 19 different primary languages. Students overcome socioeconomic challenges as they progress academically: for the current school year, 98% of students receive free-or-reduced lunch.

In addition to instruction that addresses the Kentucky Academic Standards, MLES offers many services to meet the needs of and engage individual learners. We provide daily small group interventions for students struggling with literacy skills and English language acquisition. Students enjoy unique educational opportunities through our Science Technology Engineering and Math lab (STEM), agriculture lab, and arts program (music, drama, and dance).



LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 4 - BOARD OF DIRECTORS AND PAID STAFF

Board Member	Term End Date
Jim Allen	Dec 31, 2019
Franklin Jelsma	Dec 31, 2019
Joe Seiler	Dec 31, 2019
Henry Heuser, Jr.	Dec 31, 2018
Robert Arnold	Dec 31, 2019
Mike Brown	Dec 31, 2017
Vik Chadha	Dec 31, 2019
Al Cornish	Dec 31, 2018
Alex Gerassimides	Dec 31, 2018
Joe Hardesty	Dec 31, 2017
Audwin Helton	Dec 31, 2018
Lynn Heuther	Dec 31, 2018
Kevin Joynt	Dec 31, 2019
Tanja Oquendo	Dec 31, 2017
Mitch Rue	Dec 31, 2018
Ken Selvaggi	Dec 31, 2018
Mark Shirkness	Dec 31, 2017

Describe the Board term limit policy:

The board does not limit the terms of its members.

Three Highest Paid Staff Names	Annual Salary
Sam Corbett	152,400

LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 5 – PROGRAM/PROJECT NARRATIVE

A: Describe the program/project start and end dates, a description of the program/project and applicable data with regards to specific client population the program will address (attach related flyers, planning minutes, designs, event permits, proposals for services/goods, etc.):

MLES seeks to improve its school climate and student services through installation of a school playground. Prior to this year, the school never had a playground. MLES attempted to address this issue by using sports equipment, such as playground balls, at recess times, but these activities are not appealing to all students. MLES has funded the first phase of a new playground and now seeks support for completing the project. A school playground will interest students and provide a needed resource. The school is nestled in a neighborhood where nearly half (47.32%) of the families live below the poverty line. The Minors Lane area is a significant distance (5 and 8 miles) from the two closest city parks and does not have a public transportation stop. The playground will not be fenced in or locked in any way.

Minors Lane's plan is to begin the project upon notification from Metro Council and to complete purchase and installation of the equipment by June 30, 2017.

B: Describe specifically how the funding will be spent including identification of funding to sub grantee(s):

MLES will use the district's procurement process and contract with an approved vendor to install playground equipment. The school had identified the following items as age- and developmentally-appropriate: groove slide, duckwalk climber, spiral climber, three play decks, ADA-compliant steps, and mulch and timbers for the playground surface. Costs for installation are also included in the budget request.



LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

C: If this request is a fundraiser, please detail how the proceeds will be spent:

N/A

D: For Expenditure Reimbursement Only – The grant award period begins with the Metro Council approval date and ends on June 30 of Metro fiscal year in which the grant is approved. If any part of this funding request is for funds to be spent before the grant award period, identify the applicable circumstances:

The funding request is a reimbursement of the following expenditures that will probably be incurred after the application date, but prior to the execution of the grant agreement:

- ✓ If selecting this option, the invoice, receipt and payment documentation should not be available as of the date of this application.

The Grantee will be required to submit financial reporting in accordance with the reporting schedule provided in the grant agreement.

All project costs listed in Section 6 (page 7).

Reimbursements should not be made before application date unless an emergency can be demonstrated by the primary council sponsor. The funding request is a reimbursement of the following expenditures (attach invoices or proof of payment):

- ✓ Attach a copy of invoices and/or receipts to provide proof of purchase of activities associated with the work plan identified in this application.
- ✓ Attach a copy of cancelled checks to provide proof of payment of the invoices or receipts associated with the work plan identified in this application.

N/A



LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

E: Describe the program's benefits to those being served (measurable outcomes). Include the program's process for collecting data and the indicators that will be tracked to measure the benefits to those being served:

We will use the annual Comprehensive School Survey to measure the impact of the new playground on our school's culture. We will compare results from 2017-18 to results from 2016-17 on two questions on the survey: "I think school is fun" and "I enjoy going to school." An increase in the percentage of students that agree with these survey items will show improvements in our school culture that have been influenced by the new playground.

F: Briefly describe any existing collaborative relationships the organization has with other community organizations. Describe what those partners are bringing to the relationship in general and to this program/project specifically.

An example of our collaborative relationships with other community organizations is our ongoing Boy Scouts troop. For 8 years, MLES has hosted a troop that meets twice a month. Our troop typically involves 12 students each year. The installation of a playground will provide an additional resource for the troop, which conducts some of its programming outdoors.



LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 6 – PROGRAM/PROJECT BUDGET SUMMARY

THE PROGRAM/PROJECT BUDGET SHOULD REALISTICALLY ESTIMATE WHAT AMOUNT IS NEEDED FROM METRO GOVERNMENT AND WHAT IS EXPECTED FROM OTHER SOURCES.

Program/Project Expenses	Column 1	Column 2	Column (1+2)=3
	Proposed Metro Funds	Non- Metro Funds	Total Funds
A: Personnel Costs Including Benefits			
B: Rent/Utilities			
C: Office Supplies			
D: Telephone			
E: In-town Travel			
F: Client Assistance (See Detailed List on Page 8)			
G: Professional Service Contracts	4160		4160
H: Program Materials			
I: Community Events & Festivals (See Detailed List on Page 8)			
J: Machinery & Equipment	15,840	3273	19113
K: Capital Project			
L: Other Expenses (See Detailed List on Page 8)			
*TOTAL PROGRAM/PROJECT FUNDS			
% of Program Budget	85 %	15 %	100%

List funding sources for total program/project costs in Column 2, Non-Metro Funds:

Other State, Federal or Local Government	
United Way	
Private Contributions (do not include individual donor names)	
Fees Collected from Program Participants	
Other (please specify)	4,160 (vendor discount)
Total Revenue for Columns 2 Expenses **	4,160

**Total of Column 1 MUST match "Total Request on Page 1, Section 2"*

***Must equal or exceed total in column 2.*

LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

Detail of In-Kind Contributions for this PROGRAM only: Includes Volunteers, Space, Utilities, etc. (Include anything not bought with cash revenues of the agency).

Donor*/Type of Contribution	Value of Contribution	Method of Valuation
In-Kind in the form of a discount	\$4,160	Formal estimate from vendor
<p style="text-align: center;"><i>Total Value of In-Kind</i> (to match Program Budget Line Item. Volunteer Contribution & Other In Kind)</p>	\$4,160	

*** DONOR INFORMATION REFERS TO WHO MADE THE IN KIND CONTRIBUTION. VOLUNTEERS NEED NOT BE LISTED INDIVIDUALLY, BUT GROUPED TOGETHER ON ONE LINE AS A TOTAL NOTING HOW MANY HOURS PER PERSON PER WEEK**

Agency Fiscal Year Start Date: July 1

Does your Agency anticipate a significant increase or decrease in your budget from the current fiscal year to the budget projected for next fiscal year? NO YES

If YES, please explain:

Applicant's Initials 

LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 7 – CERTIFICATIONS & ASSURANCES

By signing Section 7 of the Grant Application, the authorized official signing for the applicant organization certifies and assures to the best of his or her knowledge and/or belief the following Assurances and Certifications. If there is any reason why one or more of the assurances or certifications listed cannot be certified or assured, please explain in writing and attach to this application.

Standard Assurances

1. Applicant understands this application and its attachments as well as any resulting grant agreement, reports and proof of expenditure is subject to Kentucky's open records law.
2. Applicant will establish safeguards to prohibit employees or any person that receives compensation from awarded funds from using their position for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. Applicant and any sub grantee will give Louisville Metro Government access to and the right to examine all paper or electronic records related to the awarded grant for up to five years of the grant agreement date.
4. Applicant assures compliance with the grant requirements and will monitor the performance of any third party (sub-grantee).
5. The Agency is in good standing with the Kentucky Secretary of State, Louisville Metro Government, the Jefferson County Revenue Commission, the Internal Revenue Service, and the Louisville Metro Human Relations Commission.
6. Applicant understands failure to provide the services, programs, or projects included in the agreement will result in funds being withheld or requested to be returned if previously disbursed.
7. Applicant understands they must return to Louisville Metro any unexpended funds by July 31 following the Metro Louisville's fiscal year end.
8. Applicant understands they must provide proof of all expenditures (canceled checks, receipts, paid invoices). The Applicant understands the failure to provide proof of expenditures as required in the grant agreement could result in funding being withheld or request to be returned if previously disbursed.
9. Applicant understands if this application is approved, the grant agreement will identify an award period that begins with the Metro Council approval date, and will end with June 30 of the fiscal year in which the grant is approved. Expenditures associated with this award expected to occur prior to the award period (approval date) must be disclosed in this application in order to be considered compliant with the grant agreement.
10. Applicant understands if we choose to incur expenditures prior to the approval of the application by the Metro Council, there is no guarantee that funding will be reimbursed, as the Council may choose not to award the application.
11. Applicant understands if the grant agreement is not returned to Louisville Metro within 90 days of its mailing to the applicant, the approval is automatically revoked and the funds will not be disbursed to our organization.

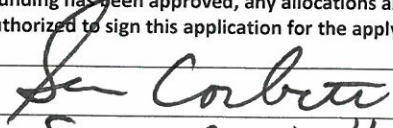
Standard Certifications

1. The Agency certifies it will not use Louisville Metro Government funds for any religious, political or fraternal Activities.
2. The Agency has a written Affirmative Action/Equal Opportunity Policy.
3. The Agency does not discriminate in employment or in provision of any service/program/activity/event based on age, color, disabled status, national origin, race, religion, sex, gender identity or sexual orientation, or Vietnam era veteran status.
4. The Agency certifies it will not require clients, recipients, or beneficiaries to participate in religious, political, fraternal or like activities in order to receive services/benefits provided with Louisville Metro Government funds.
5. The Agency understands the Americans with Disabilities Act (ADA) and makes reasonable accommodations.

Relationship Disclosure: List below any relationship you or any member of your Board of Directors or employees has with any Councilperson, Councilperson's family, Councilperson's staff or any Louisville Metro Government employee.

SECTION 8 – CERTIFICATIONS & ASSURANCES

I certify under the penalty of law the information in this application (including, without limitation, "Certifications and Assurances") is accurate to the best of my knowledge. I am aware my organization will not be eligible for funding if investigation at any time shows falsification. If falsification is shown after funding has been approved, any allocations already received and expended are subject to be repaid. I further certify that I am legally authorized to sign this application for the applying organization and have initialed each page of the application.

Signature of Legal Signatory:		Date:	3/29/17
Legal Signatory: (please print):	Sam Corbett	Title:	Ex Dir
Phone:	502-599-8650	Extension:	
Email:	samc@cfloouisville.org		



Miracle of KY & TN
 Tami Phillips
 931 Commerce Drive
 Leitchfield, Ky. 42754
 Phone: 1-800-251-5578
 tami@miraclekytn.com

Quotation

Quote #	17-0328-11
----------------	-------------------

To

Minors Lane Elementary	Date	03-28-17
8510 Minors Lane	Contact	Zachary Eckels
Louisville, Ky. 40219	Project	Playground
	Fax	

We propose to furnish the following described materials.

Qty	Model #	Description	Price Total
1	Custom	Play Unit	\$15,583
50cy		Wood mulch	\$700
38		4' playground timbers	\$1,330
		Freight	\$1,500
		Installation of above	\$4,160
		Discount	-\$3,273
		Total	\$20,000

Quote good for 30 days, due to freight cost. Installation prices will assume normal soil conditions and does not include rock excavation \$75 per foot for rock break minimum. Unless otherwise noted quote does not include prevailing wages, taxes, freight, permits, state or local approvals, performance bond, engineering seals, testing, site preparation, borders, safety surfacing, unloading, storage, security, fencing, landscaping, trash removal or soils (We are not responsible for the seed and straw of disturbed areas.) Initial

This quotation, after acceptance by the buyer and when thereafter approved by an authorized official of the seller, in writing, will become a contract. Until so approved, is not a contract and is not binding on the seller in any way. If buyer does not give acceptance within 30 days, this quotation is subject to possible price revision.

Miracle Recreation of KY & TN

Accepted

Name of Buyer

By

Authorized Signature

Approved by

Authorized Signature

Date

Title Manufactures Rep.

1.