

**S. WHITNEY LANDON AWARDS
REQUEST FOR APPLICATIONS
FEBRUARY, 2019**

The Turrell Fund is pleased to announce the application and selection process for the 24th Annual S. Whitney Landon Awards, which will be presented at the 2019 Turrell Fund Day for Children to be held at Shelburne Farms on June 5, 2019. The awards are given to agencies that are directly serving children from birth through third grade and their families, with priority consideration given to programs serving the youngest and highest risk children. Three unrestricted grants will be awarded, one for \$25,000 and two for \$2,500 each.

Purpose

The S. Whitney Landon Awards are designated by the Turrell Fund to recognize and applaud early childhood programs and organizations in Vermont who are engaged in exemplary practices, including innovative approaches for promoting child and family well-being which can be replicated.

Awards are not restricted only to regulated early childhood programs. Programs delivering early intervention, early literacy, home visiting and family support services are also eligible to apply.

Applicants who are working in collaboration with other community organizations and networks to increase their collective impact on the children, families and communities they serve in a demonstrable way, and who are seen as change makers within their respective communities, are strongly encouraged to apply.

Criteria for Applicants

The following list of criteria demonstrates the type of quality indicators the review committee will be considering. It is not expected that all agencies or programs meet all criteria in order to be considered eligible to receive an award.

Any early childhood program, service provider or organization that:

- Provides direct services to children and families in Vermont. If the program is a regulated early childhood center (including a public school pre-k program) or a home-based childcare, it must be participating in STARS or be nationally accredited.
- Is currently serving young children and their families and is seen as an early childhood leader in the community by peers and parents.
- Is seen as a collaborative partner by other programs doing similar work.

- Is actively involved in continuous quality improvement for their program and organization, including ongoing professional development for all staff.
- Exemplifies best and innovative practices that have or could be replicated by other programs or agencies in Vermont.
- Is actively involved with the early childhood system in their community such as participation on the Building Bright Futures Regional Council, Starting Points or other provider networks; mentoring or providing technical assistance to other programs; engaged with CIS and community health teams; participating in or partnering with Let's Grow Kids (LGK), the Vermont Early Childhood Advocacy Alliance (VECAA), or other relevant community involvement.
- Intentionally builds partnerships with community resources, both inside and outside of the early childhood sector, to expand and enhance opportunities for children and families in the community.
- Partners with families in the design, delivery and evaluation of all services and programs.
- Advocates at the local, regional, state and national levels for the well-being of our young children and their families.

Process for Submitting Applications

- Agencies who are new to the Turrell Fund, as well as agencies who have received grants from the Turrell Fund in the past, are eligible and encouraged to apply for the Landon Awards. The only exceptions are programs that have received the Landon Awards. They must wait two subsequent grant cycles from receipt of the award in order to be eligible to apply again. For example, the 2018 Landon Award winners will be eligible to apply again in 2021.
- Applications for the S. Whitney Landon Awards, including the application narrative, are available on line [here](#).
- Three letters of recommendation, organizational and program budgets and the organization's IRS 501 C (3) Determination Letter must be uploaded before submitting the application.

Process for Selecting and Notifying Award Recipients

- All applications will be reviewed by the Vermont Turrell Fund Team.
- Based on the review process, the top 3-5 applications will be selected by the Turrell Fund Team and will be forwarded to the Turrell Fund Board of Trustees for consideration at their May 2019 Board meeting.
- The full Turrell Fund Board of Trustees will review, discuss and vote on the recommended applications, selecting the 3 highest rated applications to receive unrestricted grant awards.

- The awards will be presented to the receiving agencies at the 2019 Turrell Fund Day for Children at Shelburne Farms on June 5, 2019.
- All applicants will be notified by e-mail, within 5 business days following the May 6, 2019 Turrell Fund Board meeting, of the status of their application.
- All applicants receiving funding are expected to attend the Turrell Fund Day for Children at Shelburne Farms on June 5, 2019, to be recognized for their service.
- As these awards are designed to recognize exemplary, extremely high quality programs and organizations, the Turrell Fund reserves the right to not make awards in any given year if applications do not meet the established criteria.

**S. WHITNEY LANDON AWARDS
Application Form
2019**

New Account Registration

If you already have an account, log in now.

Required fields are signified by *

LOGIN INFO

E-mail

A valid e-mail address. All e-mails from the system will be sent to this address. The e-mail address is not made public and will only be used if you wish to receive a new password or wish to receive certain news or notifications by e-mail.

Password *

Confirm password *

ABOUT YOUR ORGANIZATION

Organization Name: *

Each organization should have only one account.

Your Name *

Daytime Phone Number *

Fax Number

County *

VT Tax ID # *

Federal Tax ID # (or Social Security # if you do not have a Federal Tax ID) *

Starting Month of Fiscal Year *

Organization Type *

- Private not-for-profit, 501c3
- School
- Other public organization
- For profit early childhood program (Landon Applications Only)

Currently licensed through DCF/CDD to provide child care * Yes/No

If your organization provides childcare, you must be licensed and in good regulatory standing in order to be eligible for the Landon awards.

MAILING ADDRESS

Country

Address 1 *

Address 2

City *

State *

ZIP code *

FISCAL AGENT (IF DIFFERENT THAN ORGANIZATION LISTED ABOVE)

Fiscal Agent Name

Fiscal Agent's VT Tax ID #

Fiscal Agent's Federal Tax ID #

Starting Month of Fiscal Agent's Fiscal Year

Fiscal Agent's Mailing Address

OTHER CONTACTS (IF DIFFERENT THAN YOU)

Grant Administrator Name

Grant Administrator Email

Financial Contact Name

Financial Contact Email

**Step 1 of 7
Cover Sheet**

Program Name

Program Location

Program Summary

What is your total organizational budget?

What is your total budget for this program?

How long has your organization existed?

Have you received a Landon Award in the past? Yes/No If Yes, When?

Have you received a regular cycle grant from Turrell? Yes/No If Yes, When?

Step 2 of 7
Number of People Served & Staff

Prenatal to Three

Four to Six

Seven to Eight

Nine to Twelve

Teens

Adults

Paid Full Time

Paid Part Time

Volunteers

Step 3 of 7
Program Overview

Please describe the components of the program or services for which your organization is seeking consideration for the S. Whitney Landon Award.

What is/are the age group or groups served by the program/agency?

How are families included as partners in the design and delivery of the services?

What is the scope of the services being provided?

What innovative practices define the program as a program of excellence?

How has the program worked in your early childhood community to evaluate and address the unmet need?

How has or could the program be replicated to promote exemplary practices across and between the early childhood sectors?

What recognition and awards has the program achieved? How has the program met and maintained established levels of quality?

What exceptional, change making, difference has the program made to your community (provide examples of collaborative efforts)?

What breakthrough outcomes has your program achieved and how are they measured?

How is the program funded, and what is the overall fiscal stability of the program?

What outcomes or milestones would receiving the Landon Award help your organization achieve?

Step 4 of 7 Impact

Please describe your organization's involvement in your community, including participation on Councils and Networks.

Describe your approach to assuring continuous quality improvement for your organization (including prof. development for staff).

Please provide an anecdote on how the program has made a difference in the life of a participant.

Step 5 of 7 Documentation

UPLOAD THREE LETTERS OF RECOMMENDATION

They should come from diverse constituents within the community including but not limited to families, peers and the BBF Regional Council. BBF Regional Councils may write letters of recommendation for any or all eligible applicants from their region. The Councils are not being asked to select or endorse any one applicant from their region.

- Files must be less than 5 MB.
- Allowed file types: pdf, doc, docx.

UPLOAD THE ORGANIZATION'S IRS 501 C (3) DETERMINATION LETTER

- Files must be less than 5 MB.
- Allowed file types: pdf, doc, docx.

Step 6 of 7 Budgets

UPLOAD YOUR PROGRAM BUDGET

- Files must be less than 5 MB.
- Allowed file types: pdf

UPLOAD YOUR ORGANIZATIONAL BUDGET

- Files must be less than 5 MB.
- Allowed file types: pdf

Step 7 of 7 Submit Your Application

By submitting your application, you agree to the following:

I certify that information contained in this application is accurate and this program will comply with applicable eligibility criteria for the Turrell Fund Landon awards.

When you choose "Submit Application Now" and "Save and return home", your application will be submitted and you will no longer be able to edit it. Make sure you have completed all fields in each of the preceding steps and have uploaded all required documentation.