S. WHITNEY LANDON AWARDS  
REQUEST FOR APPLICATIONS   
FEBRUARY, 2017

The Turrell Fund is pleased to announce the application and selection process for the 22nd Annual S. Whitney Landon Awards, which will be presented at the 2017 Turrell Fund Day for Children to be held in Burlington on June 7, 2017. The awards are given to **non‐profit, 501 (c)3** agencies that are directly serving children from birth through third grade and their families, with priority consideration given to early childhood 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 encouraged to apply.**

Criteria for Applicants

The following list of criteria demonstrates the type of quality indicators the application 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 non‐profit 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 family child care home, 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 Vermont Birth to Five (VB5), Let’s Grow Kids (LGK), 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

 Non‐profit 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 the programs that received the Landon Awards in 2015. They will not be eligible for consideration again until 2017.

 Applications for the S. Whitney Landon Awards, including the application narrative, are available on line at : insert link

 Completed applications, the requested 3 letters of recommendation and the organization’s IRS

501 C(3) Determination Letter are to be scanned and sent electronically to the Vermont

Children's Trust Foundation at [info@vtchildrenstrust.org](mailto:info@vtchildrenstrust.org)

Process for Selecting and Notifying Award Recipients

 All applications will be reviewed by the Vermont Turrell Fund Planning Team and the Turrell Fund

Grants Committee.

 Based on the review process, the top 3‐5 applications will be selected by the Turrell Fund Grants

Committee and forward to the Turrell Fund Board of Trustees for consideration at their May

2017 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 2017 Turrell Fund Day for Children at the Burlington Country Club on June 7, 2017.

 All applicants will be notified by e‐mail, within 5 business days following the May Turrell Fund

Board meeting, of the status of their application.

 All applicants receiving funding are expected to attend the Turrell Fund Day for Children in

Burlington on June 7, 2017, 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

2017

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
* None of the above

Your organization must be one of these to be eligible to apply for all CTF and Landon grants. If you are a for-profit applying for a 0-5 Emergency or Innovative grant, please choose None of the Above.

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

If you provide childcare, and if you get funded, you will need to begin the licensing process within first year of funding.

# 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 6  
Cover Sheet

Program Name

Program Location

Program Summary

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 6   
Number of People

Prenatal to Three

Four to Six

Six to Eight

Paid Full Time

Paid Part Time

Volunteers

Step 3 of 6   
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 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 for 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 they are 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 6   
Impact

*Please describe your organization’s involvement in your community, including participation on Councils and Networks. Provide evidence of community, provider, and consumer satisfaction with the program.*

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 6   
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 6   
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, 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.***