

Grant Application

I. ORGANIZATIONAL INFORMATION

- A. March 8, 2019
- B. PHILLIPS Programs for Children & Families
7010 Braddock Road, Annandale, VA 22003
- C. Piper Phillips Caswell, President & CEO
Debi Alexander, Director of Development
- D. Piper.Phillips@phillipsprograms.org
Debi.Alexander@phillipsprograms.org
Tel: 703.941.8810
Fax: 703.658.2378
- E. The purpose of this funding request is to support our Occupational Therapy (OT) department at our Fairfax, Virginia school by acquiring equipment to provide a sensory integration room (please see attached list and diagram). This equipment enables our team to provide neuro-developmental and sensory integration therapies essential for students to moderate behavior in order to maximize their availability for learning.
- F. The Schwinn Airdyne bikes last approximately five years, and the sensory processing equipment will last up to ten years. Equipment such as bouncing T stools, weighted blankets, rockers, move n- sit cushions, move–n-sit wedge cushions and ball chairs are essential equipment for a school serving youth with behavioral health needs.
- G. We are requesting \$2,500 to fully equip a sensory integration room at PHILLIPS School ~ Fairfax.
- H. 501©(3) Letter is attached

II NARRATIVE

A. Organizational Background:

1. Organization's History, Mission and Goals:

Mission Statement:

PHILLIPS' mission is to enable and empower our youth, clients and their families to develop to their maximum potential in their home, school and community. The organization's philosophy supports effective client-focused services, teamwork among high-quality staff and a supportive community, encouraging respect, integrity, perseverance and innovation. It is often difficult to describe the severity and complexity of issues confronted by the students' serviced by PHILLIPS. All youth served by PHILLIPS Programs were in some type of crisis in their previous school placement. This crisis is compounded by the fact that 56% of the students subsist below the federal poverty line. To adequately provide for students with varied and intense special needs, a program must have a wide array of educational services available to wrap around each unique student in a complete yet flexible manner. PHILLIPS builds individualized supports around youth rather than having youth fit into a program.

2. Description of current programs, activities, and accomplishments (including target population and geographic areas served).

Current Programs:

PHILLIPS Programs is a private, nonprofit organization serving over 500 children annually and their families in the Washington DC metropolitan area. PHILLIPS serves the needs of individuals with emotional and behavioral health needs and their families through education, family

support services, community education and advocacy. For 51 years, PHILLIPS has helped children where others could not- to prepare them to reach their potential and become, productive young adults.

PHILLIPS Programs operates four schools, provides career and technical education programs through Career Partners; offers home - based and community – based family services through our Family Partners program; and provides counseling, behavior management, life skills, reading, speech, occupational and physical therapies at all of our schools. This grant application targets occupational therapy equipment needs at our Fairfax school.

The PHILLIPS Schools serve youth with complex behavioral health needs from Washington metropolitan area. 38 % of our students are from Northern Virginia; 23% from Washington, DC (of the DC youth, 51% reside in Wards 7 and 8); and 39% of our youth reside in Maryland.

Activities:

Occupational and Physical Therapies are provided by licensed Occupational or Physical Therapists. Services are delivered in accordance to a student's IEP and are provided in the form of individual, group, and/or consultation.

Occupational and Physical therapists endeavor to increase a student's ability to access his educational curriculum as fully as possible by identifying adaptations and/or solutions to gross motor, fine motor, self-care, visual motor, visual perceptual, sensory processing, and/or motor coordination barriers in the educational setting.

Occupational and Physical Therapists share information and integrate their specialized knowledge in child development, motor learning and task performance to provide a unique perspective within the educational environment.

To address sensory processing deficits, therapists develop sensory programming by creating a “sensory diet” to provide students with frequent, consistent, “snacks” to help them better modulate and regulate attention and arousal so they are more available for learning. The sensory activities will involve activities both in and out of his classroom to provide them with the optimal dose of stimulation to help their neuro-motor system better register, interpret, filter, and respond to environmental stimuli at school. Students use weighted blankets, weighted balls, pressure vests, calisthenics, mini trampolines, and specialized headphones with music to name a few. As students mature and their ability to manage their sensory needs improve, their team continuously adjust their individualized program so that they are able to manage these needs more independently.

PHILLIPS Programs Accomplishments:

- 1967: E. Lakin Phillips founded a small school to serve 4 students who were not being served by the public school systems. As 1967 was prior to PL 94-142, the Individuals with Education Act mandating that all students regardless of their disability are entitled to a free and appropriate public education, Dr. Phillips embarked on the organization’s mission to serve all students, no matter how complicated their situation was.
- 1971: the organization had expanded to three locations serving 130 students.
- 1989: After a 3 million capital fundraising campaign PHILLIPS was able to purchase property and build a permanent home in Annandale, Virginia for the organization’s headquarters and PHILLIPS School ~ Annandale.

- 1993: PHILLIPS launched a community/home-based family preservation program, PHILLIPS Family Partners
- 1993: PHILLIPS School ~ Annandale honored by the Dept. of Education as Blue Ribbon School.
- 1994: PHILLIPS School ~ Laurel opened after having moved from its previous location in Baltimore City.
- 2002: PHILLIPS School ~ Laurel honored by the Dept. of Education as Blue Ribbon School.
- 2010: PHILLIPS Programs wins The Washington Post Award for Excellence in Nonprofit Management.
- 2014: PHILLIPS Family Partners receives national recognition from the Center for the Study of Social Policy as one of 15 organizations selected as exemplary models promoting a Youth Thrive Framework.
- 2015: Director of the Annandale School named one of The Washington Post Distinguished Educational Leadership Award winners
- 2016: Due to the ongoing need for high quality services, PHILLIPS began operating a school campus in Fairfax, VA.
- 2016: Launch of Career Partners offering targeted career training (the building trades, vertical farm and culinary arts, and 3D design and print) providing multiple pathways to employment.
- 2017: Celebration of 50 years of service

Throughout the organization's history, our mission statement and our founder's words have guided our work and inspire us to provide the highest quality of services. Dr. E. Lakin Phillips stated that *"our society should be judged by its concern for the quality of life for all its members, without exception"*.

3. Responsibilities of the board, staff, and volunteers.

Board of Trustees: The powers and duties of the Board of Trustees shall include: 1) determining the organization's mission and purpose; 2) selecting and evaluating the chief executive officer; 3) ensuring effective organizational planning; 4) overseeing and ensuring adequate resources; 5) monitoring the organization's programs; and 6) enhancing the organization's public image; 7) establishing major policies; and 8) ensuring compliance with all relevant laws and regulations.

Staff: Over 51 years ago, Dr. E. Lakin Phillips established our foundational approach, supporting a pattern of rigor and flexibility focused on the use of effective instructional and strength-based strategies, interventions and programs supported by evidence, research and the quality implementation of best practices. PHILLIPS is committed to a basic philosophy of approaching education through the methods of scientific inquiry. As such, in so far as possible, PHILLIPS relies on established empirical knowledge and is actively concerned with the advancement of scientific information as it relates to the increased ability to meet the educational needs of children in general and PHILLIPS' population in particular. This basic empirical approach supersedes an unquestioning or rigid adherence to any given set of procedures. Flexibility of approach, when based on objective information, is a basic tenet of the organization.

We continue to use this evidence-based and practice-based approach in our organization and systems of care, ensuring that we never lose sight of the necessity to

promote services and programs that remain focused on positive change and outcomes.

We use approaches, guidelines, and strategies to improve child, youth and family

engagement and outcomes, including the following:

- Focus on positive outcomes by documenting client experiences and successes
- Implement high-quality services and programs to support positive outcomes and experiences
- Have openness to collaborate and partner with staff, clients, families/guardians, and community
- Focus on longevity and sustainability when working with clients and others in our programs
- Support innovation across all programs with a willingness to enhance services
- Enhance opportunities to establish and maintain social connections and meaningful relationships between staff, clients, families/guardians, and community
- Focus on resilience for children, youth, and their families

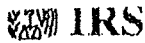
Volunteers: There are a variety of volunteer opportunities at PHILLIPS throughout the year that are available to individuals age 18 or older interested in giving back to the community by giving of their time.

Volunteer opportunities include, but are not limited to:

- Supporting special fundraising events and community activities
- Serving as a member on major event committees
- Joining the Young Professionals Council
- Giving of time and expertise regarding various business activities
- Supporting students by providing resume writing and interviewing workshops, financial literacy workshops,

III. Attachments

- a. IRS Determination Letter**
- b. Equipment List**
- c. Diagram of Proposed Sensory Room**



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In reply refer

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5 BODC:TE

PHILLIPS PROGRAMS

7010 BRADDOCK RD
ANNANDALE VA 22003-6006100

1056

Employer Identification Number: 54-0833311

Person to Contact : Mrs. . Rash

Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer :

This is in response to your request of Jan. 08, 2008' regarding your tax-exempt status .

Our records indicate that a determination letter was issued in October 1967 , that recognized you as exempt from Federal income tax , and discloses that you are currently exempt under section 501 (c) (3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509 (a) of the Code because you are described in section(s) 509(a)(1) and 170 (b) (1) (A) (i i) .

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests , legacies , devises, transfers , or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106 , and 2522 of the Code .

If YOU have any questions , please call us at the telephone number shown in the heading of this letter .

Sincerely yours,

Michele M. Sullivan

Michele M. Sullivan , Oper . Mgr •
Accounts Management Operations 1

Item	Quantity	Cost	Link/Store	Alternate Choice	Class (C) or Sensory Room (S)
Crash Pad	1	\$250.00	\$211 plus shipping 5x5x2 Flaghouse		\$ S
Crash pad cover	1	\$65.00	\$53 with shipping		\$ S
Large Bean Bag	1	\$150.00	Amazon		\$ S
Tent (Small)	1	\$40.00	Varies		\$ S
Exercise Ball Chairs	5	\$50.00	Target		\$ S
Game rocker Chairs	2	\$120.00	Ace Bayou (\$60/chair)	Rocking Chair \$100-150	\$ S
Seat cushions	5	\$110.00	https://www.amazon.com/Trideer-Inflated-Stability-Elementary-Classroom/dp/B07CT8VV		\$ S
Bouncy Bands	10	\$100.00			\$ S
Bikes (Schwin Upright 130)	2 (329/bike)	\$660.00	https://www.amazon.com/Schwin-100512-130-Upright-Bike/dp/B01KAGX7DU/ref=1		\$ S
Assembly of Bike?	22	\$73.00			\$ S
Weighted Blanket	1	\$200.00		Pure Fun \$50-60, Pure Fitness \$50-60	\$ S
Trampoline Jumpstart 40'	1	\$80.00	Varies		\$ S
Weighted Ball	3 (varying sizes)				\$ S
Weighted Ball Rack					\$ S
Fidgets, Stress Ball, Calming Tools					\$ S
Body Sock	2	\$70.00	Target (\$5 3 balls varying sizes)		\$ S
Sound Machine	1	\$25.00	30-40 each depending on size		\$ S
Work Boxes for Voc Corner	1	\$25.00	Bed Bath and Beyond		\$ S
Large Plastic Bins	2	\$25.00	Walmart		\$ S
Yoga Mat	*10	\$89.99	https://www.amazon.com/Hello-Fit-Kid-Friendly-Economical-Resistant/dp/B07525ZTF6		\$ S
Noise Cancelling Headphones	2	\$60.00	\$30 each		\$ S
Individual MP3 players????	5	\$100.00	https://www.amazon.com/Player-EVASA-Portable-Digital-1-8-Screen/dp/B07G4S4P6Q/ref=1		\$ S
Throw Blanket	1	\$20.00	To cover bean bag chair		\$ S
Vocational Shelf or Mobile Cart	1				\$ S
Mat to surround Crash pad	1	\$21.99	https://www.amazon.com/Delicate-Undersea-Changing-Projector-Decoration/dp/B073R8		\$ S
Decal for Wall	6	\$15.00	Walmart		\$ S
Cloud Panel for lights	6				\$ S
Night Light or Light for when lights are off	1				\$ S
Crates	4	\$15.00	Walmart		\$ S
Total		\$2,324.98			
5lb Thera putty	1	\$70.00	Walmart		C
Bouncy Bands	10	\$100.00	Amazon		C
Seat cushions	5 (21.99 EA)	\$110.00	https://www.amazon.com/Trideer-Inflated-Stability-Elementary-Classroom/dp/B07CT8VV		C
Total		\$280.00			

Crash pad

Dry Erase Board

Bike

Bike

tram
polin
e

Bean
Bag/b
dianker

Tent

Rocker
Chair

Rocker
Chair

Bin

Door

Fold-ing
Table &
Bouncy
band
& cushion
s

Fold-i
ng
Table
and
Ball
chairs

Cabinet x3 and Fidge

door

Vocation
al Corner

Medicin
e Ball
Rack