

**LETTER OF INTEREST INSTRUCTIONS**  
**DEADLINE: MARCH 28, 2008**  
**12:00 NOON**

**Instructions**

Thank you for your interest in working with Welborn Baptist Foundation. To streamline the review process for both applicants and staff, **all** applicants must initiate the process of applying for a grant by submitting a letter of interest using the Foundation's cover page and instructions.

The cover page and instructions for the letter of interest are available on-line at [www.welbornfdn.org](http://www.welbornfdn.org) and are also included in this document. If you access the documents on-line, you must first save them to your computer, then complete them. Then submit the completed letter of interest to the Foundation as an e-mail attachment to [loi@welbornfdn.org](mailto:loi@welbornfdn.org) **or** mail it to the address provided.

Before you begin the letter of interest process, please review the eligibility guidelines and funding priorities below to determine whether your program is a match for Foundation funding. An advance consultation with a Foundation program officer is encouraged if you wish to clarify this or ask further questions about the process. You may schedule an appointment or contact a program officer by telephone at the Foundation's offices, 812-437-8260 or toll-free 877-437-8260 prior to submitting the application.

The minimum dollar grant that Welborn Baptist Foundation will consider is \$3,000.

**Funding Eligibility**

Organizations in the following counties are eligible to apply for Foundation funding:

<b>Indiana</b>	<b>Illinois</b>	<b>Kentucky</b>
Dubois, Gibson, Perry, Pike, Posey, Spencer, Vanderburgh, Warrick	Gallatin, Saline, Wabash, Wayne, White	Henderson

Applicants must be non-profit, tax-exempt 501(c)3 public charities and may be either secular or faith-based. Unless previously provided, applicants must include evidence of tax-exempt status with Letter of Interest submission. Please see page 16 for an example of a 501(c)3 tax-exempt letter from the Internal Revenue Service. Churches that do not have a 501(c)3 tax exemption may print the form on page 17 of this document on their own letterhead, signed by the appropriate person, as a substitute. Governmental units reporting to elected or appointed officials are not eligible except school corporations governed by a citizen board.

After you submit your letter of interest, we will send you an e-mail acknowledgment when it is received. We carefully review each letter. After the review is completed, you will receive one of the following:

- A request for additional information
- A request for a full application
- A letter informing you that your project will not be funded by the Foundation.

**Grant awards will be announced and distributed in late fall, 2008.**

When a Letter of Interest reflects most closely the Foundation's program priorities, the Foundation staff will request a full proposal. Full proposals are only accepted when requested by the Foundation.

### **Key Dates on the Grant Calendar**

The entire granting process will be conducted over a number of months. Important dates in the process include:

March 11, 2008	Letter of Interest Workshop
March 28, 2008 – 12:00 Noon	Letters of interest deadline
May, 2008	Requests for proposals issued
July, 2008	Proposal deadline
September, 2008	Final board approval
October, 2008	Grantee Notification

### **Other Information**

The Foundation's Board of Directors makes all final decisions on requests. Organizations and their representatives should refrain from making unsolicited contact with members of the Foundation's Board. Efforts to lobby Foundation Directors in person, or in writing, are strongly discouraged. Applicants will be informed of the Board's decision immediately following the Board meeting at which your request is discussed.

### **Workshop**

The Welborn Baptist Foundation will conduct a workshop for those organizations interested in submitting a Letter of Interest on **Tuesday, March 11, 2008** at 5:00 p.m. at:

**Worthington Room  
Integra Bank Building  
21 S.E. Third Street  
Evansville, Indiana**

Please RSVP to Paula Murray at (812) 437-8260, by 12:00 p.m. (Noon), Friday, March 7, 2008 regarding attendance at the workshop.

### ***Submitting a Letter of Interest***

Please submit letters of interest no later than 12:00 p.m. (Noon), **Friday, March 28, 2008**, to:

**By e-mail:** to [loi@welbornfdn.org](mailto:loi@welbornfdn.org). E-mail submissions must be completed using the Foundation's template. The template is available at this link: <http://www.welbornfdn.org/LOI.htm>.

**OR** you may mail the completed letter of interest to:

**Welborn Baptist Foundation, Inc.  
Twenty-One Southeast Third Street, Suite 610  
Evansville, Indiana 47708**

**NO ADDITIONAL ATTACHMENTS WILL BE ACCEPTED  
WITH LETTERS OF INTEREST**

### **Grant Making Philosophy**

Welborn Baptist Foundation focuses its efforts on ***building lasting improvements to the well-being and quality of life of the people it serves***. From its beginning, the Board determined the Foundation would base its decisions on reliable data and ***address the root causes of problems rather than their resulting effects***.

In accordance with the Board's ongoing vision, the Foundation continues to rely on measurable indicators to benchmark our efforts at addressing community problems. In support of that strategy, the Foundation produces and periodically updates the **Leading Community Indicators Report** as a service to region it serves. This document reviews, in-depth, a number of important statistics related to quality of life in this community. It is available on-line at the Foundation's web site or upon request by calling the Foundation's offices. **Applicants are encouraged to provide relevant information from additional sources as needed.**

The Foundation will consider programs that are **research-based**, that is based on successful models and/or have demonstrated success, and encourages partnering and collaborative efforts among the service-providing community. For an explanation of what it means to be **research-based**, please refer to page 15 of this document.

### **Funding Priorities**

For 2008, the Foundation's funding targets are:

- School-Based Health
- Faith-Based Initiatives
- Promotion of Early Childhood Development
- Promotion of Healthy Adolescent Development
- Improvements to Community Health Status
- General Opportunity

The following program and project areas will **NOT** be considered for funding:

- Scholarships, loans, grants or fellowship support directly to or for the benefit of specific and known individuals;
- Establishment of, or contributions to, a permanent endowment, foundation, trust or permanent interest-bearing account'
- Carrying on of propaganda or attempt to influence legislation or public elections
- Restricting the services, facilities or employment provided by the grant to individuals based on race, creed, color, sex, or national origin;
- Any governmental agencies reporting to an elected or appointed official (except for schools governed by citizen boards);
- Any requests for funding for deficits or retirement of debt;
- Fundraising events;
- Annual fund drives;
- Venture capital for competitive profit-making ventures;
- Basic scientific research.

**The Foundation does not fund applications seeking "replacement dollars" i.e. funding to substitute for dollars lost from another grantor.**

## Improvements to Community Health Status

Our nation's most pressing current public health issue, identified by the U.S. Centers for Disease Control (CDC), is obesity, which now challenges tobacco use as the leading cause of premature death and disability. Why is this and what does this mean for the tri-state? With overweight/obesity and tobacco use above the national average, it means we are at greater risk for numerous preventable health problems such as heart disease, diabetes, stroke, arthritis, cancer, and more. These conditions lead to a poorer quality of life for people, increase disability, and send our health care costs soaring.

Much of this burden could be avoided. These chronic health conditions develop gradually over a period of years as a result of daily habits that often begin early in life: low physical activity, poor nutrition habits, and tobacco use. Overweight children and teens have a greatly increased probability of becoming overweight adults, with overwhelming consequences to their physical and emotional health. The majority of adult smokers began the habit before they reached the age of eighteen.

Creating environments that support regular physical activity and healthy eating, and preventing tobacco use, are at the root of preventing much of this disease burden. Poor health does not have to be an inevitable consequence of aging. People who live healthy lifestyles and avoid the behaviors that increase their risk for these health conditions can expect to enjoy longer, healthier lives.

The Foundation seeks research-based projects that endeavor to:

- Enable people to increase the amount of physical activity in their daily routines
- Reduce overweight and obesity
- Prevent and reduce tobacco use
- Improve wellness and lifestyle-related chronic disease prevention
- Form and expand health ministries\* for churches and faith communities, their members and their communities

*\* Health Ministries are congregation-based holistic health services directed toward the congregation and the wider community, delivered by trained health professionals and lay volunteers. This is inclusive of parish/faith community nurse programs that can be developed as an integral part of a church's program if the resources of a trained Registered Nurse are available. The background training of RN's makes them uniquely qualified to be leaders in this ministry.*

*A Health Ministry program may encompass the physical, emotional, social and spiritual aspects of a person's health. Services may include: health screenings, health advocacy, health counseling, transportation ministry, food ministry, bereavement care, prayer shawl ministry, coordination of volunteers, resource and referral services, visitation ministry, and much more. Each program is designed to meet the needs of the specific faith community it serves. Trained lay volunteers of diverse backgrounds bring much richness to a Health Ministry program.*

*Health Ministries have become a key part of the healing ministry of local churches and communities of faith around the world. Programs have been introduced into mainline denominations, non-denominational and independent churches as well as temples and mosques.*

**Additional Links and Resources:**

Active Living by Design: [www.activelivingbydesign.org](http://www.activelivingbydesign.org).

Active Living Essentials: Healthy Eating by Design:  
<http://www.activelivingbydesign.org/index.php?id=355>

Active Living Essentials: Physical Activity and Health:  
<http://www.activelivingbydesign.org/index.php?id=28>

America Walks: <http://www.americawalks.org/>.

Health Ministries Association: [www.hmassoc.org](http://www.hmassoc.org)

International Parish Nurse Resource Center: [www.parishnurses.org](http://www.parishnurses.org)

U.S. Centers for Disease Control and Prevention, Healthy People in Healthy Places:  
<http://www.cdc.gov/osi/goals/places.html>

Walkable Communities, Inc.: <http://www.walkable.org/>.

Wellness Council of America: [www.welcoa.org](http://www.welcoa.org).

## Promotion of Early Childhood Development

The Welborn Baptist Foundation, Inc., through its Early Childhood Development Committee, has established and implemented a comprehensive early childhood program that, beginning at birth, emphasizes the child's health as a whole, including behavioral, emotional, and intellectual development, as well as physical well-being.<sup>1</sup> This program acknowledges, promotes and encourages parents as children's first and best teachers and provides the tools to help children develop language and literacy skills with the support of their parents or primary caregivers, who also have the opportunity to improve their own skills.

It also endeavors to: 1) address child care needs of children through age five, in a variety of care settings, driven by age appropriate strategies; 2) engage and inform parents, the public, and policymakers on issues affecting child care; 3) provide access to support services to parents, the child care providing community and the direct caregivers of children. This program is designed employing leading expertise in the respective subject areas (in the form of nationally recognized experts as well as a local knowledge base that will serve as an Advisory Committee to the Early Childhood Committee). It has established the highest standards of care and utilize the best practices available to ensure the highest quality program. It has also incorporated rigorous evaluation standards that will assess whether the program is successful in achieving the desired outcomes, measure the program's costs and determine the relation of the program's costs to its outcomes.

This program incorporates the following components:

- Behavioral and physical development of children ages birth to 5
- Parent Education
- Family Literacy
- Child Care

In 2005, the Welborn Baptist Foundation began a major new initiative in early childhood development. This initiative is now in entering its third year, and has resulted in significant Foundation investments directed towards improving the quality of early childhood development.

Child care providers (family home and center-based) interested in learning more about, or participating in, this initiative are encouraged to contact 4C of Southern Indiana, Inc. at (812) 423-4008 or visit the 4C website at [www.child-care.org](http://www.child-care.org).

In 2007, the Foundation funded the establishment of the Healthy Steps for Young Children Initiative in two pediatric clinical settings. Healthy Steps is a national initiative that focuses on the importance of the first three years of life. This program was developed by an interdisciplinary pediatric team at the Boston University School of Medicine and piloted in 24 public clinic and private practice/residency settings across the country. Healthy Steps emphasizes a close relationship between health care professionals and parents in addressing the physical, emotional, and intellectual growth and development of children from birth to age three and seeks to incorporate into the pediatric and family practice settings, preventive developmental and behavioral services.

**The Foundation is not accepting letters of interest in this target area at this time.**

## Faith-Based Initiatives

The Foundation maintains an interest in supporting programs that incorporate religious faith as an integral part of their efforts. The Foundation will consider programs that are based on successful models and/or have demonstrated previous success, such as:

**Youth Mentoring** – the special importance of adolescence in the maturing process has long been recognized. Crossing these turbulent years can be eased by the presence of a trusted adult to whom the adolescent can turn for guidance. Several studies have documented the growing number of young people growing up without good adult support. The Carnegie Council on Adolescent Development concluded: *“Many young people feel a desperate sense of isolation. Surrounded only by their equally confused peers, too many make poor decisions with harmful or lethal consequence.”* (1989).

Applicants whose requests involve programs directed towards youth substance abuse prevention are encouraged to consult with Youth First, Inc. prior to submitting their letter of interest. Youth First is the area’s leading resource on youth substance abuse prevention interventions.

The greatest potential for positive outcomes appears to be most strongly influenced by the quality and length of time of mentoring relationships. This holds true whether the relationship is one-on-one or small group. Successful relationships are likely to grow progressively more effective over time as trust and respect grow. These findings are found to be true for both girls and boys.

A note of caution – research indicates that poor quality mentoring relationships and those of short duration can actually be harmful to youth. These relationships lead to feelings of rejection and disappointment at a life stage during which issues of acceptance and rejection are especially crucial to young people. This may lead to negative emotional, behavioral, and academic outcomes.

Some best practices shared by the most successful mentoring programs include:

- a mentoring model supported by a strong infrastructure
- partnering with other organizations to recruit enough volunteers
- carefully screening potential mentors
- ensuring that adults are prepared for their new roles as mentors by providing good orientation and training
- ongoing supervision and support
- matching of mentors and youth; mentors who focus their efforts on building trust are more likely to develop an effective relationship with their youth than are those who do not.

**Prison Ministry** – The greatest prison ministry is the one that prevents people from becoming incarcerated, especially the one that helps young people avoid that first traumatic experience with the justice system that leads them into a downward spiral that is difficult to escape. Each person kept out of the prison system is a link towards breaking the cycle.

Children of incarcerated parents are especially vulnerable and are six times more likely than others to become involved in the juvenile and adult criminal justice systems. For additional information, please refer to the **Special Focus** on page 9 of this document.

For people who end up incarcerated, local law enforcement describes prison as “college for criminals”, where they learn more criminal behavior and make contacts with more hardened prisoners, which may follow them after they are released. They describe the prison system as a “revolving door” that encompasses multiple generations of the same families. The most often-cited root cause of this situation is drugs and alcohol, which also contribute to the self-perpetuating cycles of domestic violence, child abuse, and family instability. National studies cite 3 to 4 generations of family members in prison at the same time, a statistic echoed locally.

Research and discussions with local law enforcement identify several key community needs, as well as certain interventions that have some proven success. Among these are **transition programs** that assist persons who are being released from prison as they try to return and adjust to their communities. Ex-offenders face tremendous challenges upon their return home, if they still have one. Some end up homeless. Relationships with families may be strained. It is easy for them to fall into the same harmful coping habits that led them to prison.

**Evangelical Outreach** – the Foundation seeks to support programs that address community issues using components such as prayer, worship, and the study of sacred texts to accomplish their goals. These programs should be well-defined, offer community benefit, have measurable goals (including a means of measuring success) and have a definite beginning and end.

**Health Ministries** – Please refer to Improvements to Community Health Status

**Substance Abuse Prevention** – Please refer to Healthy Adolescent Development

*For purposes of funding by the Welborn Baptist Foundation, **churches** are defined as legally-recognized organizations composed of a body of members sharing common religious beliefs.*

***Faith-based organizations** are legal entities which have either their origin in a religious organization or have been founded by individuals who share a purpose, all of which have a primary mission to further religious principles and practices through programs of philanthropic good works.*

## ***A Special Focus: Mentoring Children of Incarcerated Parents***

Research indicates that 70% of children of incarcerated parents will themselves become incarcerated at some point unless they receive positive adult intervention. They are reportedly six times more likely to become involved in the juvenile and adult criminal justice systems. Sadly, many of these children are born into family cycles that include poverty, substance abuse, poor life skills, and violence.

Some insights into incarcerated parents include:

- Two-thirds of the women in prison have one or more minor children
- The female inmate population has more than tripled since 1985
- Among mothers in state prisons, 1 in 3 committed their crime to get drugs or money for drugs
- One in 14 African-American children has a parent in prison
- The majority of parents in state prisons are violent offenders or drug traffickers; over three-fourths have prior convictions
- Over half admit to using drugs in the month before their offense and one-fourth admit to a history of alcohol dependence
- Almost three-fourths never completed high school

The Federal Resource Center for Children of Prisoners describes the impact on children. After the initial trauma of seeing a parent handcuffed and taken away, children suffer grief associated with the parent's absence. They are more likely to:

- Develop attachment disorders and broad varieties of behavioral, emotional, health, and educational difficulties
- Become angry and lash out at others, putting themselves into painful confrontations with those in authority
- Fail to develop values and social skills leading to the formation of successful relationships
- Suffer family economic loss, which further strains the family and a caregiver's ability to meet the child's needs

When a parent is in prison, children are often sent to live with grandparents or other relatives whether they are wanted there or not. Some end up in the foster care system. They are often overlooked or ignored by the community because of the stigma associated with their parent's incarceration.

### **Additional Links and Resources:**

Amachi Mentoring: <http://www.amachimentoring.org/>

Federal Resource Ctr. for Children of Prisoners: <http://www.nicic.org/Library/020332>

Parenting Among Substance-Abusing Women Offenders (abstract, The Prison Journal):

<http://tpj.sagepub.com/cqi/content/abstract/86/1/89>

Public/Private Ventures Youth Mentoring Publications (free downloads):

[http://www.ppv.org/ppv/youth/youth\\_publications.asp?section\\_id=7#pub167](http://www.ppv.org/ppv/youth/youth_publications.asp?section_id=7#pub167)

## **General Opportunity**

Although the targeted areas receive the majority of available funds, the Foundation will consider other opportunities that fit within its interests but may not be specifically identified in the targeted areas. These requests must be related to the Foundation's priorities of health and education. Requests that strengthen organizations' ability to sustain their mission, in relation to the Foundation's interests, are of interest.

Capital requests typically fall into this category, but must be an integral part of a program that is aligned with the Foundation's grantmaking priorities to receive consideration from the Grants Committee.

Grants will be made based on the issues being addressed and the available funds.

## Promotion of Healthy Adolescent Development

Adolescence is one of the most exciting and complex transitions in the human life span. It is a unique period of development, given the large number of changes that occur in multiple domains.<sup>a</sup> Moving from childhood to adulthood during the second decade of life involves an intensity of growth and development surpassed only by infancy. It is a time of self-discovery, budding independence, and expanding horizons.<sup>b</sup> Beginning at about 10 through the early twenties, young people undergo the physical changes of puberty, develop more sophisticated ways of thinking, and acquire the psychosocial skills needed for adulthood.

Understanding these developmental transitions can enhance youth-serving organizations' ability to appreciate adolescent concerns and develop more effective intervention strategies.

Extensive work and research in the field of adolescent health over the past 30 years provides a wealth of information about strategies that can effectively support the health and well being of youth. Analyzing and applying "lessons learned" from this research can assist in making informed decisions about those strategies that most likely have a positive effect on the health of adolescents.

The Foundation advocates research/evidence-based program designs and will look most favorably upon those programs that have a strong research foundation.

### **Four types of strategies have been shown to effectively support the health and well being of adolescents.<sup>c</sup>**

1. **Decreasing the Risk Factors** that contribute to risky behaviors and poor health outcomes.
2. **Increasing the Protective Factors** that contribute to resiliency and healthy outcomes.
3. **Providing Opportunities** for young people to successfully meet the developmental needs of adolescence.
4. **Building Healthy Communities and Schools** that support and nurture adolescents.

### **Characteristics of effective adolescent health strategies and programs**

These characteristics can directly impact adolescents and their families and be the guiding research-based principles for building systems to support healthy youth and young adults.

1. Adolescents are viewed as resources to be nurtured and supported, not problems to be fixed.
2. Strategies are integrated and coordinated.
  - There is a diversity of strategies that focus not only on adolescents, but also on their social environment including families, peers, schools, and communities.
  - A combination of prevention, health promotion and healthy youth development strategies are used.
3. Youth are involved and engaged as active partners in the design, implementation and evaluation of strategies.
4. There is a good fit between strategies and the adolescents on whom they focus.
  - The strategies are responsive to cultural, ethnic and other forms of diversity.
  - They are developmentally appropriate.
5. The people involved understand adolescent health and well being.
6. There is a focus on building and strengthening relationships.
  - The strategy focus on strengthening families. Teens who have warm, involved, trusting relationships with their parents are more likely to do well in school, have better social skills and have lower rates of risky sexual behaviors than their peers.

- The strategy purposely focuses on building supportive adult-youth relationships.
7. Young people are supported to make successful transitions.
    - They help youth develop basic skills.
    - They help young people find and become involved in meaningful roles in their communities.
    - They strengthen the social supports available to adolescents and their families.
  8. They provide an array of opportunities for young people so that risk behaviors are not the desirable option open to youth.

### **Mentoring<sup>d</sup>**

As a strategy for helping young people succeed in life, mentoring works. It helps give young people the confidence, resources, and skills they need to reach their potential.

But like any youth-development strategy, mentoring works best when measures are taken to ensure quality and effectiveness. The risks and improvements to the young person are proportional to how long the relationship endures. The longer a relationship lasts, usually the closer the bond and the greater benefit to the youth.

### **Characteristics of Successful Mentoring Programs<sup>e</sup>**

- Screen prospective mentors;
- Identify mentors in helping professions;
- Provide prematch and ongoing training;
- Specify clear expectations of frequency of contact and duration of the relationship;
- Offer mentoring activities outside of school

### **Program Recommendations:**

Utilizing the strategies and characteristics listed above, the foundation seeks projects that endeavor to:

- Reduce teen pregnancy;
- Prevent pre-adolescent and adolescent substance abuse (including alcohol, the use of illicit drugs and smoking). Note: Based upon the substantial infrastructure that has developed under the Youth First Inc. program, the foundation requires any organization (church, faith-based or secular) wishing to conduct youth substance abuse prevention activities, to make contact with Youth First, Inc. prior to developing a letter of interest. Youth First is the leading provider of a research-based prevention curriculum in the area. Any agency that intends to collaborate with Youth First, Inc. will be required to sign a Memorandum of Understanding with Youth First, Inc., in addition to a signing a grant agreement with the Foundation.
- Increase student achievement, high school graduation rates, and overall educational attainment;

### **Additional Links and Resources:**

The Johns Hopkins Center for Adolescent Health Promotion and Disease Prevention (May 1998), *Transitions During Adolescence. Healthy Adolescent Development: A Guide For Youth Serving Programs*, , pp. 5-6.

<http://www.jhsph.edu/adolescenthealth/Products/Publications/Other%20Publications/HAD.pdf>

- a) Crockett LJ and Crouter AC. Pathways through adolescence: an overview. In *Pathways*
- b) *Through Adolescence: Individual Development in Relation to Social Contexts*. Crockett LJ and Crouter AC. (Eds.) Mahwah, NJ: Lawrence Erlbaum Associates, Inc. 1993, Carnegie Council on Adolescent Development. *Great Transitions: Preparing Adolescents for a New Century. Abridged Version*. Carnegie Corporation of New York. 1996.
- c) Being, Belonging, Becoming: Minnesota's Adolescent Health Action Plan, MDH Adolescent Health Gateway, <http://health.state.mn.us/youth/bbb/actionsteps.html>.
- d) Issue Briefing: Adolescent Mentoring, **Study of High School Restructuring**, Houston Schools for a New Society Evaluation, The University of Texas Dept. of Educational Administration, <http://www.edb.utexas.edu/hsns/HSNSbrief3.pdf>.

## School-Based Health

In 2008, the Foundation is launching a new **Healthy Schools Initiative**, committing a full-time director to provide leadership and guidance to participating schools. The initiative will offer technical assistance, training, facilitation, and incentives to schools to develop an environment that supports children's development of life-long healthy lifestyle attitudes and behaviors.

In accordance with the Foundation's commitment to funding research-based, proven strategies, the chosen basis for this new initiative is the **Coordinated School Health Program (CSHP)**, developed and promoted by the U.S. Centers for Disease Control. This program consists of eight inter-connected components that work together to help students establish life-long healthy habits:

- Physical Activity
- Nutrition
- Health Education
- Healthy School Environment
- Health Services
- Family/Community Involvement
- Health Promotion for Staff
- Counseling, Psychological, and Social Services

At this time, a specific request for proposals (RFP) is under development and will be issued later in 2008 for potential targeted pilot programs. Schools who have interest might best prepare to respond to this RFP by exploring the Coordinated School Health Program and its related implementation process (see link below). Those who have already begun the CSHP process might prepare by assessing their current progress and determining the type of support that best will help them move forward.

*If you would like to be informed when this RFP is issued, please send your contact information to the Healthy Schools Initiative Director, Rhonda Meade, at [rmeade@welbornfdn.org](mailto:rmeade@welbornfdn.org).*

### **Additional Links and Resources:**

Coordinated School Health: <http://www.cdc.gov/HealthyYouth/CSHP/index.htm>

Fit, Healthy, and Ready to Learn (National Association of State Boards of Education):  
<http://www.nasbe.org/HealthySchools/fithealthy.html>

School Nutrition Association Model School Wellness Policies:  
<http://www.schoolnutrition.org/Index.aspx?id=1075>

## What Does It Mean to be Research-Based?

**Research-based** practice (sometimes referred to as “best” or “leading” practices) generally refers to practices that have been proven to be effective by some sort of documented evidence that comes from research or experience. What counts as "evidence" varies. Evidence often is defined as findings established through scientific research, but other methods of establishing evidence are considered valid as well. Research-based practice stands in contrast to approaches that are based on tradition, convention, common beliefs, or anecdotal evidence (personal stories).

Simply put, a program is judged to be research-based if:

- Evaluation shows the program produced the hoped-for positive results
- The results can be attributed to the program itself, rather than to other factors or events
- The evaluation is reviewed by persons knowledgeable in the field.

Many high-level programs are also “endorsed” by a respected research organization or federal agency and included in their list of effective programs, such as the list published by the Substance Abuse and Mental Health Services Agency (SAMHSA) of the federal government. Their web site is <http://www.samhsa.gov/>.

Documentation of Tax Exempt Status – Example of 501(c)(3) Letter from the Internal Revenue Service:

**Internal Revenue Service**

**District Director**

P O Box 486  
Los Angeles, CA 900530486

Date: May 17, 1972

Jefferson County Community Action  
1234 South Main Street  
Anytown, CA 87654

Employer Identification Number:  
95-1234567  
Case Number:  
987654321

Contact Person:  
JOHN JONES  
Contact Telephone Number  
(213) 876-5432

Our Letter Dated:  
March 25, 1967  
Caveat Applies:  
None

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization which is not a private foundation until the expiration of your advance ruling period.

Based on the information you have submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Internal Revenue Code, because you are an organization of the type described in 509(a) (2). Your exempt status under section 501(c) (3) of the code is still in effect.

Grantors and contributors may rely on this determination until the Internal Revenue Service publishes notice to the contrary. However, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act that resulted in the loss of your 509(a) (2) status, or acquired knowledge that the Internal Revenue Service had given notice that you would be removed from classification as a section 509 (a) (2) organization.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If the heading of this letter indicates that a caveat applies, the caveat below or in the enclosure is an integral part of this letter.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,

*Frederick Nelson*  
Frederick C. Nelson

District Director

**THIS DOCUMENT MUST BE TYPED ON APPLICANT LETTERHEAD,  
SIGNED BY AUTHORIZED ORGANIZATION AGENT(S) AND  
SUBMITTED TO THE FOUNDATION PRIOR TO RECEIPT OF ANY  
GRANT FUNDS**

**CERTIFICATION OF TAX EXEMPT STATUS  
BY A CHURCH ORGANIZATION**

This Certification is made by \_\_\_\_\_ (“Applicant”) as a part of its application to Welborn Baptist Foundation, Inc. (the "Foundation").

In the absence of documentation from the Internal Revenue Services that declares Applicant to be exempt from Federal income tax, (I/we), as duly authorized representatives of the Applicant, declare(s) as follows:

Applicant is organized for charitable purposes and is not required to obtain a letter of determination from the IRS. The Applicant makes this representation to the Foundation knowing that the Foundation will rely on such representation in order to determine Applicant’s eligibility for a grant from the Foundation. Applicant indemnifies and holds harmless the Foundation from any claim, loss, or liability arising as a result of the Foundation’s reliance upon this representation, if this representation is found to be false.

IN WITNESS WHEREOF, the above statements and representations are affirmed.

“Applicant”

\_\_\_\_\_  
Applicant Organization Name

By: \_\_\_\_\_  
Pastor

By: \_\_\_\_\_  
Church Treasurer

Date: \_\_\_\_\_

Date: \_\_\_\_\_