

Cover Letter

April 1, 2020

Amy Jones

Executive Director

Children Are the Future Foundation

3142 E 102nd St

Cleveland, OH 44104

RE: PLAY THERAPY GRANT PROJECT

Dear Ms. Jones,

HOPE Shelter foundation is pleased to present this proposal for your review. We are looking forward to collaborating with you to provide a play therapy grant that will be used to support the salary of a Certified Children's Play Therapist. The Children Are the Future (CAF) Foundation funding requests for innovative solutions to child welfare issues will help provide project supplies such as play therapy toys valued at \$5,000. The object of the Children's Play Therapist is to help children overcome their difficulties moving their bodies, and correcting or improving motor impairments, missing skills, and building on existing abilities.

Play therapy is an innovative solution to some child welfare issues. Some of the benefits associated with play therapy include the fact that it is a safe place where children can freely express their feelings and thoughts. It supports emotional growth and promotes emotional healing. Play therapy has been successfully used to promote the development of problem-solving skills, improve self-esteem, and facilitate coping skills. Play therapy promotes creativity and imagination, it promotes confidence and focus in children. Play therapy develops the ability to

practice and also explore social skills. It helps children learn how to make friends and understand the world they live in. Play therapy provides an opportunity for children to make decisions and also accept responsibility for their actions. It is a safe environment especially for children who find it difficult to talk. Additionally, it allows children to discover their natural and inner resources for healing.

At HOPE Shelter, we have seen improvement in our childcare, but missing the sources and necessities that we need for the children. Not having necessities children will miss the opportunity to be more successful. Our proposal requests \$45,000 in funding to support the salary of a certified Children's Play Therapist (\$40,000) and to purchase project supplies (ex. play therapy toys, chairs, etc.) valued at \$5,000.

HOPE Shelter appreciate The Children Are the Future (CAF) Foundation for taking an interest in helping our children access the Play Therapy through our program. Please give me a call at 201-888-1214 x643 in case you need more information or you have any further questions concerning the proposal.

Thank you!

Shayla Smith

HOPE Shelter Play Therapy coordinator

1207 N. Johnson

Houston, TX 77320

Title Page

H.O.P.E. Shelter



HOLD ON, PAIN ENDS

Program Child Play Therapy: Innovative Solutions to Child Welfare

Contact Person: Shayla Smith

Title: Play Therapy coordinator

Phone: 201-888-1214 x643

Email: sds036@shsu.edu

Mailing Address: 1207 N. Johnson

Houston, TX 77320

Amount request: \$45,000

Submitted to: Children Are the Future Foundation (CAF)

Submission Date: April 1, 2020

Table of Contents

Executive Summary	5
Introduction to the Charity	6
Problem or need	7
Project Goals	8
Activities	8
Method	9
Organizational Capability & Project Management	9
Outcomes and Evaluations	10
Recognition or Benefit	11
Future Funding	11
Budget	11
Appendix	12
Mock Letter	14
References	16

Executive Summary

HOPE Shelter is applying for a play therapy grant through the Children Are the Future Foundation (CAF). We are applying for a grant amount of \$45,000. This value was arrived at after factoring in some factors such as the salary of a certified Children's Play Therapist which amounts to \$40,000. The rest of the budget will be used to purchase some supplies for the project including play therapy toys. The total budget for the supplies is approximately \$5,000. This brings the total amount for the grant to \$45,000. The Children Are the Future Foundation puts more priority on funding requests for innovative solutions to the issues of child welfare. Play therapy has various benefits to the welfare of children. However, this program in particular focuses on using play therapy to improve the health outcomes of children who have been exposed to domestic abuse. Therefore, it is important that we work together as a community to help these children recover from their bad experiences and deal with the issues presented by the domestic abuse they faced.

Through this grant, children exposed to domestic abuse will be enrolled into the play therapy program. Through this, they will gain access to a professional Children's Play Therapist who well trained and educated to get children to open up, especially in situations where they find it difficult to talk. Play therapy will help them build their self-esteem and self-confidence (Landreth, 2012). It will help the children form new connections and make new friends. It will promote accountability where children are accountable for their actions. Play therapy can discover children inner and natural ability to cope with difficult and multiply situations.

Additionally, it helps them realize that the domestic abuse they were exposed to was not their fault. This is one of the first steps in emotional healing.

Introduction to the Charity

The Mission of HOPE shelter is to end the cycle of domestic violence, and to advocate and to encourage victims in social change and personal change. HOPE provides a safe shelter, comprehensive residents and non-residents, referrals, support, education, and empower victims of domestic abuse. Founded in August 2018, under the name of Sam Houston State; HOPE was the third 24- hour hotline shelter to open in the community to help victims and children of domestic violence. However, HOPE is a helping hand to other shelters in the community. HOPE have leadership roles, programs, and resources that are available to victims as well as children because they are our future. HOPE Has won three awards for being the most outstanding shelter in the community.

HOPE is a charity organization that believes in the philosophy that child-centered play therapy is a way of being with children. It does not view itself as an eclectic approach and it is not driven by technique. However, play therapy is more about the attitude (Cochran, Nordling, & Cochran, 2010). As an organization, we believe that play is a natural part of childhood, and it is a crucial part of development. With that in mind, we believe that play provides an ideal environment where children can meet, interact and communicate their needs. As an organization, we believe that a child is able to direct themselves and take control of their own therapy process. Therefore, the Play Therapy program is focused on helping children heal in a therapeutic environment. The duration of the program depends on the child and the speed of recovery. The level of damage and

the willingness of the child to open up are crucial factors that have a direct influence on the recovery time. With HOPE playing a big factor in children's life at the shelter, this is what makes us different from others.

HOPE has programs to help adults and children to overcome their PTSD. We have counseling, support groups, legal / community advocacies, and community education programs and training. HOPE shelter does not discriminate; we take all race and gender. In the past, HOPE helped 50% white, 47% black, 4% Hispanic, and 2% Unknown. Every voice matters.

Problem or need

HOPE institution deals with children who are exposed to domestic violence. We like to categorize them according to the degree of damage they experienced. Some of the children suffered psychological damage while others faced both psychological and physical damages. All of these children incurred some emotional damage. Some of them have trust issues at a very young age. Other children also portray the characteristics of children with attachment issues. As an institution, we believe we can help them recover from this damage and enjoy their childhood. However, we can only help to some extent, and this is why we need the help of a certified Play Therapist who is well equipped with sufficient knowledge on how to attend to the specific needs of the children. At this point, we cannot afford such a professional, and this is where the need for a grant arose. Additionally, the children need some toys to use during their play therapy sessions, and this is why we need more money to be able to purchase the supplies needed for efficient play therapy for the children (Kaduson, & Schaefer, 2010). Without the play therapist, toys, and education for the children our shelter will eventually become unsuccessful.

Project Goals

The goals of this project mainly addressed on benefiting the children that been exposed to domestic violence and disabilities. The primary goal is to ensure that the needs of the children are prioritized. In this case, the project aims at providing a child play therapist and safe environment for the children to play and experience their childhood despite their experiences. We noticed that some children are different some find it difficult to open up or to even talk and interact with other children in the same environment, and some children have difficulties with their disabilities. HOPE staff members are qualified and educated to assistance our victims, to the road to recovery. We help them understand that someone cares; we are ready to listen when they need to talk, or provide comfort and resources. Therefore, if we have child play therapist and the tools that they need, then the children will overcome their problems. We believe that this project will provide some sense of stability to their lives. Therefore, those are the primary goals that we hope to achieve through this project.

Activities

Submit grant proposal	April, 2020
Expected Grant Notification	June, 2020
Obtain Hardware and Software	July, 2020
Setup Play Therapy program	July,2020
Training session for teachers	August, 2020
Children Introduction	August, 2020
Test Initial progress	August, 2020

Begin First Phase	September - November, 2020
Test any Improvement	December, 2020
Prepare Report of Results	December, 2020

Method

The method that will be employed in this program is the involvement of a certified professional who is well trained and equipped with the knowledge needed to tend to the needs of the children exposed to domestic violence or disabilities. We are investment on this to produce positive results on a reliable and consistent basis. This will highly improve the success rate of the program. HOPE will reach out to the other shelters, resources in the community to see if they have any assistances the can provide me, or I can provide them too. Having a child therapist will help kids move their bodies, correcting or improving motor impairments, missing skills, and building on existing abilities. Without this support, our kids will not overcome their fear or complications.

Organizational Capability & Project Management

HOPE shelter has the capability to support children as they deal with the effects of domestic violence. We are prepared to work together with the children providing a safe place for them to explore their childhood, communication, moving their bodies, correcting or improving motor impairments, missing skills, and building on existing abilities. We have a childcare team in place that has been assigned the role of project management and they will be held accountable

throughout the duration of the project. The childcare team will have five staff members on every shift that will only deal with childcare needs at the time to make sure that the kids are getting their time with the child play therapist. Each staff member will have the right training and education to take care of the children. For an example, in the past we did not have enough staff on duty, one of the children was biting people, and nobody could not stop him. For incidents like this, we need more childcare therapist and to be more educated in helping children.

Outcomes and Evaluations

Several parameters will be used to measure the progress of the children. These measures will include psychological, emotional and physical changes in the children. Their behavior will be closely monitored over time to determine any positive changes and any negative triggers. A weekly report will be ran to keep of track of the child behavior. All reports will go to parents for updates on their kids and for security reasons. Parents will take a questionnaire surveys about their child, so we can have information on the child too. Children not allowed taking a survey, they will only be observed. The outcome and evaluations will be based on the progress made by the child. For example, if a child comes in when they find it difficult to talk or interact with other children, one of the end goals would be to get them to feel comfortable enough to with other children, to build their self-esteem and give them confidence to work both as a team and as individuals. As a result of the play therapy project, 80% of child participants will better understand the resources available to them. Indicator: The number and percentage of clients reporting an increased awareness of resources on an exit survey.

Recognition or Benefit

In return for this funding, we are offering you recognition in form of listing in our annual report, recognition as one of our sponsors on our website. We will also include your logo and also mention your organization on our promotional materials for the program. This is a good way of increasing your exposure and client pool. We will also include your organization in our relevant press releases and also on our donor wall. We do not take this partnership for granted, and we hope that we can form a long-term relationship if the feeling is mutual. That way, the primary goal of meeting the needs of the children will be accomplished since we believe that indeed children are the future.

Future Funding

This project will require future funding in the form of the continuous salary of the certified child play therapist. Moreover, if the number of children enrolled grows, the need for the purchase of more play toys will arise and this will need more funding. With time, some funding will be needed to take care of the wear and tear of the play toys and to replace any lost toys. We hope that we can form a partnership on a continuous basis so that we can make this program a long-term project and help these children recover from domestic violence as fast as they possibly can.

Budget

	Price	Quantity	Total
Certified Children Play Therapist Salary	\$40,000	1	\$40,000

Play therapy Toys	\$50	100	\$5,000
-------------------	------	-----	---------

Appendix

Board Members

Shayla Smith

Olga Ortiz

Adia Jones

Income Statement for Year 2019	
Sales revenue	\$457,000
Cost of goods sold expense	298,750
Gross margin	\$158,250
Sales, administration, and general expenses	102,680
Earnings before interest and income tax	\$55,570
Interest expense	6,250
Earnings before income tax	\$49,320
Income tax expense	16,850
Net Income	\$32,470
Basic Earnings per share	\$3.82
Diluted earnings per share	\$3.61

Balance Sheet at End of 2019		
Assets		
Cash	\$14,850	
Accounts Receivable	42,500	

Inventory	75,200	
Prepaid expenses	4,100	
Current Assets		\$136,650
Fixed Assets	\$246,750	
Accumulated depreciation	-46,825	199,925
Total assets		\$336,575
Liabilities		
Accounts payable	\$8,145	
Accrued expenses payable	9,765	
Income tax payable	945	
Short-term notes payable	40,000	
Current liabilities		\$58,855
Long-term notes payable		60,000
Owners' Equity		
Capital stock (8,500,000 shares)	\$85,000	
Retained earnings	132,720	217,720
Total liabilities and owners' equity		\$336,575

Mock Letter

April 1, 2020

Amy Jones

Executive Director

Children Are the Future Foundation

3142 E 102nd St

Cleveland, OH 44104

RE: PLAY THERAPY GRANT PROJECT

HOPE Shelter is seeking a grant to provide help at risk for children improving their difficulties moving their bodies, and correcting or improving motor impairments, missing skills, and building on existing abilities. The object of Child Play Therapist program is to help at risk children to improve their behavioral and education skills. Funding the amount of \$45,000 is requested to implement this program and for the purchase of childcare necessities to help them overcome the problems.

HOPE shelter has 25 children that has been exposed to domestic violence and disabilities and are at risk. Additionally, HOPE shelter have other recourse to use but they are getting limited due to other help in the community. The fund from your organization will help HOPE's program for childcare. HOPE will provide well-trained staff and therapist to make sure the children are getting the right martial. Weekly reports and surveys will be ran to monitor the children. The goal of Child play therapist is to assist children with learning skills to adapt to life when they can be successful in the future. The budget includes the children's play therapist (\$40,000) and to purchase project supplies. This will help assist the children needs.

HOPE appreciate the Children Are The Future (CAF) Foundation taking interest helping children improve in lifetime skills and helping our foundation. Please give me a call at 201-888-1214 x643 in case you need more information or you have any further questions concerning the proposal.

Shayla Smith

HOPE Shelter Play Therapy coordinator

1207 N. Johnson

Houston, TX 77320

References

- Cochran, N. H., Nordling, W. J., & Cochran, J. L. (2010). *Child-centered play therapy: A practical guide to developing therapeutic relationships with children*. John Wiley & Sons.
- Kaduson, H., & Schaefer, C. (2010). *101 favorite play therapy techniques* (Vol. 3). Jason Aronson.
- Landreth, G. L. (2012). *Play therapy: The art of the relationship*. Routledge.