

# Sidney and Lillian Zetosch Fund

of the Oregon Community Foundation

## FUND PURPOSE

This fund was established with a gift to the Oregon Community Foundation from the estate of Sidney and Lillian Zetosch. The intent of this charitable gift fund is to help **low-income Oregon children with special health needs succeed in school**. OCCYSHN uses the funds to buy educational equipment for children who meet the criteria.

## QUALIFICATION

Oregon children age 3-21 years qualify if they have a **diagnosed** disability or special health need which impacts their **education**. The child must be enrolled in school, Early Childhood Special Education, or other preschool. The child's family must be **low-income** (see application questions below for details), and the equipment requested must specifically address educational need. *NOTE: Eligibility for special education is not sufficient to qualify, if there is no diagnosed health condition.*

## SELECTION CRITERIA

Awards are based on a number of factors, including need, geographic spread, and demand.

## RESTRICTIONS

- Equipment is for educational needs only.
- Family members may not apply on behalf of their own children. Application must be made by someone who works with the child in a professional capacity (e.g. teacher, educational service provider, disability service provider, health care provider, etc.).
- Only specific equipment is available. (See "Equipment & Software" below.)
- Applications may be made for a child who has received a grant before, after three years. (For example, if a child was granted equipment in 2015, an application could be submitted for the same child in 2018.)

## EQUIPMENT & SOFTWARE

Equipment is limited to Apple iPad, iPad Mini, iPod Touch, apps, and cases. (EXCEPTION: MacBook Air laptops and software are available to children over 12 for whom a tablet does not meet the educational need.) The equipment will come with an AppleCare warranty. iPads and iPods will come with a protective case. All applicants get the same version of the equipment and cases. No phones or cellular-enabled devices will be purchased (wifi only).

## REQUESTOR RESPONSIBILITIES

A professional who applies for Zetosch funds on behalf of a child agrees to have the approved equipment shipped to his or her work address, to give the equipment to the child's family, and to help the family get started with using it.



# 2018 APPLICATION INFORMATION

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Applications may be submitted **ONLY** via the following secure, HIPAA-compliant online process:

<https://octri.ohsu.edu/redcap/surveys/?s=8L4FHXHPHL>

Applications accepted from November 1 – November 30, 2018.

The application link won't work before or after November. If there are funds left over after we fulfill the applications received in November, we will reopen the application link in February, 2019. Information about that possibility will be posted at [www.occyshn.org](http://www.occyshn.org) in January.

This document can not be used to submit an application. No faxes, emails, or paper applications will be accepted. The purpose of this document is to detail the information needed to apply. It's easiest to complete the application in one sitting. The table below shows all the fields on the application, in order.

FIELD	NOTES
Today's Date	<i>It's easiest to click the "today" button.</i>
<b>REQUESTOR INFORMATION</b> <i>The "Requestor" is the professional who is applying for the equipment on behalf of the child.</i>	
Last Name	
First Name	
Job Title	
Professional Relationship to Child	<i>For example, is the requestor the child's teacher, physical therapist, doctor, etc.? Family members may not apply on behalf of their own children.</i>
Work Phone	
Cell Phone	<i>Optional, but it can sometimes be helpful. It will not be shared.</i>
Email Address	<i>Double-check this for accuracy.</i>
Backup Professional Contact	<i>The name, phone, and email of someone at the same workplace who can complete the grant process if the requestor is unavailable.</i>
<b>REQUESTOR SHIPPING INFORMATION</b> <i>Equipment will be addressed to the requestor, followed by the child's initials, as follows:                      John Q. Requestor for AZ, Joe Doe Elementary School, 123 Main Street, Townville, OR 99899</i>	
Place of Employment	
Street Address	<i>No PO Boxes. Street address only.</i>
City	
Zip Code	

<b>CHILD INFORMATION</b> <i>This is the person who will receive the equipment.</i>	
Child's Last Name	
Child's First Name	
Date of Birth	
Diagnosis #1	<i>The child must have a diagnosed health condition. Mental, behavioral, and developmental health diagnoses qualify, as do physical conditions. A qualification for special education is not sufficient without a health diagnosis.</i>
Diagnosis #2	<i>Optional.</i>
Child's County of Residence	<i>Must reside in Oregon.</i>
<b>EQUIPMENT INFORMATION</b>	
Device & Warranty	<i>Choose one: iPad, iPad mini, or iPod touch. 13" Macbook Air laptops are available for children age 12 and older, if an iPad does not meet the need. An Applecare warranty is purchased for every device.</i>
Apps	<i>Up to five apps may be requested. For each app, enter the name of the app and the price. Apps are fulfilled with an iTunes gift card in the exact dollar amount of the requested apps. For laptop software use the app fields to enter name and price. Please do not include free apps on the application.</i>
Protective Case	<i>Each device (with the exception of the laptops) automatically comes with a durable protective case. The case will ship separately.</i>
<b>JUSTIFICATION AND SUPPORTING INFORMATION</b> <i>There are no character limits in these sections.</i>	
How does this child's health condition impact his or her education?	<i>For example, does the child have a mobility challenge that impairs doing written work, a communication delay that impairs speaking, etc?</i>
How will the requested equipment help address this child's educational needs?	<i>Explain specifically how the equipment will address the child's educational needs. The quality of the answer matters more than the length of the response. It's okay to be brief. There is no option to attach documents, but it is okay to copy and paste relevant sections of evaluations or reports that address the matter.</i>
Additional Information for Zetosch Committee	<i>This field is optional. If there is something about this child's situation that the committee should consider, and if that information has not come out anywhere else in the application, it can go here.</i>
<b>REQUESTOR SIGN-OFF</b> <i>Check "yes" in answer to each of the following before signing off on the application at the end.</i>	
To the best of your knowledge, is this child's family unable to afford this equipment? (Indicators may include: receiving public assistance; eligible for public health insurance; insecure housing, food, transportation or health care. etc.)	<i>The requestor is not expected to verify the family's income or expenses. We rely upon requestors using their best judgement based on their knowledge of the child and family. This resource is intended for children who would not otherwise have access to the equipment.</i>

With your electronic signature, do you confirm that the information you've provided is true to the best of your knowledge?	
With your electronic signature, do you confirm that the child's parent or guardian knows that you are applying for equipment on the child's behalf?	<i>The proper use of the equipment requires a partnership between the child's family and the professional who is applying on the child's behalf.</i>
With your electronic signature, do you confirm your understanding that any equipment awarded will belong to the child/family, and will not belong to you or your employer?	
With your electronic signature, do you agree to give any awarded equipment to the child's parent/guardian personally, and to help them as needed to start using equipment for its intended purposes? (Please use an interpreter if one is needed.)	<i>Families may need help launching the device, establishing an Apple ID and an iTunes account, and downloading the apps. Children might need help learning to use the apps.</i>

If it is not possible to complete the application survey in one sitting, a code is issued which allows the requestor back in to complete the application later. Hang on to that code!

The requestor will receive an email right away confirming receipt of the application, and another email in December giving the status of the application.

## Questions?

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