



## **THE FLY A KITE FOUNDATION, INC.**

### **GRANT APPLICATION INFORMATION**

#### **GENERAL INFORMATION**

The Fly A Kite Foundation, Inc. (FAKF) is an IRS 501 (c)(3) non-profit charity dedicated to providing custom art packages for children with pediatric brain cancers. These packages are intended to provide a creative and therapeutic outlet for children suffering from diminished motor function.

We have partnered with Patricia Kearney, a Neuro-Occupational Therapist (Therapy Partner) who works for Transitions of Long Island (part of the North Shore-LIJ Health System), an outpatient rehabilitation center specializing in helping people recover from neurological injury or illness. Patricia will design these art packages based on the therapeutic needs of each child.

#### **ART PACKAGE PROGRAM**

Applicants may request an art package any time after a child has been diagnosed with brain cancer. Package requests will be reviewed and approved or denied by the Board and Therapy Partner upon receipt of a complete package application. Incomplete applications will not be considered.

Package recipients are requested to share images of completed projects with the Foundation. The Foundation reserves the right to share project images via any and all social media outlets and/or Foundation sponsored exhibits. Images may also be made available for purchase via a Foundation merchandise site at a future date.

#### **ART PACKAGE PROCESS**

Applications will be accepted on a rolling basis throughout the calendar year. Approved requests are expected to be fulfilled within 3 weeks of approval.

The steps in the approval process are:

- Upon receipt of an application, the Foundation Board will review the application for completeness.



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- Once the application is deemed complete, the Board will then review it against the eligibility criteria listed below

**All decisions by the Board are considered final.**

- Eligible applications will then be submitted to the Therapy Partner for review
- The Therapy Partner will determine the most appropriate modalities based on age, medical condition, limitations and interests.
- Art packages will be compiled and delivered to the child

### **ELIGIBILITY AND CRITERIA**

Applicant Eligibility:

1. The application must be submitted by a parent or legal guardian on behalf of a child  
A child is defined as a minor between the ages of 1 and 18.
2. The child must have an official medical diagnosis of a form of brain cancer
3. The child cannot have previously received an art package from the Foundation
4. The child must be currently in treatment for the disease

### **APPLICATION REQUIREMENTS**

#### **Section 1: Contact Information**

1. Applicant (Parent/Legal Guardian)
  - Name
  - Address
  - Phone Number
  - Email address
  - Physical signature indicating you are authorized to make the request

#### **Section 2: Case Information**



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1. Child's Name
2. Diagnosis
3. Date of diagnosis
4. Oncologist/Neurologist Contact Information (list each separately if more than 1)
  - Name and title
  - Address
  - Phone Number(s)
  - Email address

#### **Section 3: Reason for Request**

In a short write-up (no more than one page, 8.5x11), please provide a story about the patient/child and the reason for the application. Some examples of the content are:

- What are the expected outcomes from receiving the art package?
- Describe the child's passion for creativity and artistic expression.

#### **APPLICATION**

Applications should be single-spaced and 12-point font. Margins should be not less than 0.5 inches on all sides. Page size is 8.5 x 11 inches. These guidelines are to ensure readability for our reviewers. Two hard copies of the application with original signatures must be submitted.

Completed application materials should be sent to:

The Fly A Kite Foundation, Inc.  
Art Package Applications  
P. O. Box 32  
Lynbrook, NY 11563