

**MARYLAND STATE COUNCIL KNIGHTS OF COLUMBUS
COMMUNITY INTEGRATION PROGRAM
AT THE ARC OF MARYLAND**

PROGRAM DESCRIPTION

July 2009

The Knights of Columbus Councils across the State of Maryland have a long history of work on behalf of individuals with intellectual disabilities. Through the years, they have seen individuals' participation in community life broaden, and their dignity, self-respect and esteem improve through meaningful opportunities within local communities. To that end, and in an effort to support the work of our local Councils, the Maryland State Council, Knights of Columbus has developed the "Community Integration Program." Assistance for program implementation is provided by The Arc of Maryland.

SOMETHING ABOUT THE PROGRAM

The Community Integration Program supports initiatives on behalf of an individual with intellectual disabilities, directed at improving his or her opportunity to participate in community activities or programs with individuals without disabilities, and enabling the individual to contribute to, as well as receive, benefits from community involvement. Upon receipt of an application consistent with the objectives listed above, the Maryland State Council, Knights of Columbus will consider funding requests up to \$500.00 per applicant per Fiscal Year (July 1- June 30) for costs related to:

- (1) Enrollment fees, books and instructional materials, and education-related expenses for adult education classes, community college or university-level courses or such other formal training as will enhance the concept of this program;
- (2) Expenses related to inclusive programs, conferences (registration fees only), or other activities wherein participation clearly supports an individual's right to participate in their community.

The Community Integration Program was conceived for the sole purpose of assisting with the individual's participation in typical community life. The program is also intended to create positive experiences on which to build for the person with intellectual disabilities and, for the community, good impressions on which to form constructive conclusions about the benefits of including persons with intellectual disabilities into community activities. Thoughtful planning and coordination must be reflected in each application submitted for funding consideration.

Applications will not be considered for routine or on-going training initiatives which are part of an individual's service plan and would normally be funded through existing channels.

PROGRAM CRITERIA

Each application submitted to the Maryland State Council, Knights of Columbus, Community Integration Program, must meet the following program criteria:

- (1) The individual to benefit from the must be a resident of the State of Maryland.
- (2) The individual to benefit from the must have a primary disability of an intellectual disability.
- (3) The activity funded by the must be provided in an integrated setting, i.e. students with intellectual disabilities interacting with their typical peers.
- (4) The initiative for which funding is sought must reflect a fully inclusive community opportunity.

HOW TO SUBMIT AN APPLICATION

An application for a scholarship under the Knights of Columbus Community Integration Program should be submitted to the Maryland State Council, Knights of Columbus, Community Integration Program at The Arc of Maryland, 49 Old Solomons Island Road, Suite 205, Annapolis, MD 21401. An application form is included with this program description.

An application for scholarship may be submitted by the individual seeking assistance, by a parent or advocate on behalf of such an individual, or by an advocacy or service provider organization acting in the interest of the individual.

All applications are reviewed by two members of the Maryland State Council Knights of Columbus (Executive Secretary of the State Council and the Director of Community Activities or designee) and two individuals designated by The Arc of Maryland. The result of the review will be communicated, in writing, to the applicant and/or sponsor of the applicant.

Upon approval of application, payment in the amount indicated by the approval will normally be directed to the agent providing the service or conducting the initiative. Payment can be made to the sponsor or applicant when expenses are properly documented.

Funding priority will be given to applicants whose community participation (contributing to others and developing relationships) is most likely to result in the greatest personal gain for the applicant and to create positive community reaction which may then result in increased community integration opportunities.

WHAT HAPPENS AFTER COMPLETION OF THE INITIATIVE

The only obligation the applicant or sponsor for the applicant has to those administering the program is to submit a follow-up report within three (3) months after funding has been issued. The report should simply state whether the community integration initiative has been completed and the result of the initiative. The report format is attached to the program and is considered part of the application packet. If a report is not received from an applicant that individual will not be considered for future funding in this program.

APPLICATION FORM

**MARYLAND STATE COUNCIL, KNIGHTS OF COLUMBUS
COMMUNITY INTEGRATION APPLICATION**

APPLICATION SUBMITTED BY:

Name: _____

Organization: _____

Address: _____

Email: _____

PERSON TO BENEFIT FROM FUNDING:

Name: _____

Address: _____

Telephone: _____

TYPE OF INITIATIVE FOR WHICH FUNDING IS REQUESTED:

BASIC INFORMATION ABOUT THE COMMUNITY INTEGRATION INITIATIVE:

Name of Course/Activity:

AGENCY OR ORGANIZATION CONDUCTING COURSE/ACTIVITY INITIATIVE:

Agency/Organization:

Address: _____

Telephone: _____ Email: _____

Contact Person: _____

Location of Course/Activity/Initiative: _____

TIMELINESS FOR COURSE ACTIVITY/INITIATIVE:

From: _____ To: _____

PROGRAM CRITERIA REQUIREMENTS

Is the individual to benefit from the program a resident of the State of Maryland?

_____ YES _____ NO

Does the individual to benefit from the program have an intellectual disability?

_____ YES _____ NO

Please describe the setting of the course/activity/initiative and how it meets a general definition of integrated setting.

Describe how the course/activity/initiative supports full participation in the community:

AMOUNT OF FUNDS REQUESTED: (Not to Exceed \$500.00)

\$ _____

Who should the check be made out to:

Pay to the Order of

***If the check is made out to the applicant or to the individual submitting this application on behalf of the applicant, please send documentation of expenses with your follow-up report.**

PLEASE SUBMIT COMPLETE APPLICATION TO:

Maryland State Council, Knights of Columbus
Community Integration Program
The Arc of Maryland
49 Old Solomon's Island Road, Suite 205
Annapolis, MD 21401
(410) 571-9320 (Annapolis) (410) 974-6139 (Baltimore)
(410) 974-6021 Fax

FOR OFFICE USE ONLY

Date Application Received: _____ Date Action Taken: _____

Approved: _____ Amount: _____

Disapproved: _____

Authorized Signature: _____

Date Action Communicated in Writing: _____

COURSE/ACTIVITY FOLLOW-UP REPORT

**MARYLAND STATE COUNCIL, KNIGHTS OF COLUMBUS COMMUNITY
INTEGRATION PROGRAM**

REPORT COMPLETED BY:

Name: _____

Organization: _____

Address: _____

Telephone: _____ Email: _____

NAME OF RECIPIENT: _____

CERTIFICATION

I certify that the recipient completed the course/activity for which funding was authorized.

Signature

COMMUNITY INTEGRATION INITIATIVE OUTCOME:

Please provide a brief statement on the outcome of the Community Integration Initiative:

Describe how participation in this course/activity increased the individual's opportunity for interaction with community members:

RETURN THIS COMPLETED REPORT TO:

Maryland State Council, Knights of Columbus
c/o The Arc of Maryland
49 Old Solomon's Island Road
Suite 205
Annapolis, MD 21401