

Disability Awareness Workshop Kit

The Disability Awareness Workshop (DAW) program was developed out of a desire to teach the community, and especially young children, how people who have a disability are affected on a daily basis by their challenges and differences. Since then, thousands of volunteers have supported the effort, making it possible for more than 220,000 participants to experience this fun and engaging hands-on learning opportunity.

Working through the Rochester Community Schools (RCS) Foundation, public and private schools, businesses, churches, scouting troops, and community organizations are allowed the opportunity to use Rochester's DAW kits for a fee. The fee is used to maintain and enhance the DAW program, plus cover the cost of disposable supplies.

Rochester's DAW kits have ten hands-on activity stations. These include Learning Differences I and II, Autism Spectrum Disorders, Vision Impairment, Learning About Braille, Gross Motor Impairment, Fine Motor Impairment, Adaptive Equipment and a Wheelchair Course, Speech Impairment and Deaf and Hard of Hearing.

The Rochester Special Education Parent Advisory Committee will continue to volunteer their time to make three full DAW kits available to those interested at the RCS Foundation standard fee. The fee includes consultation, trainings and set-up depending on the location of the customer.

Use the ***Disability Awareness Workshop Request Form*** that follows to request the workshop.

The RCS Foundation in collaboration with the RCS Special Education Parent Advisory Committee will provide this opportunity at a fee of:

- **\$250.00 for one day's use.** Actual time is approximately 3 calendar days.
- **\$500.00 for a school district or large organization to use the kit for approximately 10 consecutive school days.** Our goal is for many students/staff to learn. We will consider adding more days based on kit availability.

This is the same fee that has been charged for 20 years with no price increase. If your school or organization's budget cannot support the cost, we suggest that you offer parent groups or local companies/organizations the opportunity to financially support this popular program as well as provide volunteers. **In addition, the Filippis Foundation generously provides a Disability Awareness Workshop grant program. Information about the grant and an application may be found at:**

<http://www.firsttoserve.com/about/filippis-foundation/>

The Disability Awareness Workshop program is designed for upper elementary students. With a few small adaptations that we will suggest, this program is successfully used at middle schools, high schools, professional development and for community outreach.

Please contact Lisa Kowalski, Disability Awareness Workshop Coordinator at lisakowalski1984@gmail.com if you would like to schedule the DAW kit or request more information.

Disability Awareness Workshop Request Form

The _____ school/school district/organization (circle one) is requesting the Disability Awareness Workshop kit for _____ days (include pick-up and drop-off days) in order to service _____ (number) schools and approximately _____ (number) people. The Rochester Community Schools Foundation recommends planning one full day at each location.

Schools/school districts/organizations (circle one) may reserve the kit for a fee of \$500.00 for approximately ten school days use or a fee of \$250.00 for one school day's use (3 calendar days). For extremely large school districts, we will consider extending the days use, depending on the time of year. All proceeds will benefit special education students in the Rochester Community School district.

The following dates are your first and second choice periods of time to borrow the kit.

First Choice Time Period

From: _____ To: _____

Second Choice Time Period

From: _____ To: _____

The following person(s) has been identified as the Disability Awareness Workshop Coordinator(s) for the requesting school/school district/organization: (Please print)

• Name(s):

• Mailing Address(s):

• Phone number(s):

• E-mail(s):

School districts borrowing the workshop kit realize that each school within their district should also have a building coordinator. Each building will provide 12-20 volunteers who will provide two to five hours of service. The exact number will depend on scheduling and the number of workshop participants.

_____ agrees to transport the Disability Awareness Workshop kit. The kit will be picked up at the Rochester Community Schools Administration Building, 501 W. University Drive, Rochester, MI 48307.

The borrowing school/school district/organization (circle one) also agrees to return the kit to the same location. Lisa Kowalski, RCS Foundation Disability Awareness Workshop Coordinator, will coordinate the pick up and drop off dates. You must be accompanied while in the Administration Building.

This school/school district/organization (circle one) agrees that a \$500.00 fee for approximately ten school/business days use or a fee of \$250.00 for one school day's use (3 calendar days) **(circle expected fee)** will be charged by the Rochester Community Schools (RCS) Foundation.

The RCS Foundation will provide:

- The Disability Awareness Workshop kit contents. It is the responsibility of the borrowing school/school district/organization to return the kit undamaged and complete. Any missing or broken (misused rather than through wear) items will be replaced and/or repaired at the borrowing school/school district/organization's expense. A complete inventory of the kit will occur upon return to the Rochester Community Schools Administration Building.
- All disposable supplies (markers, pencils, batteries, index cards, candy dots, etc.) except for handouts.
- A CD containing the hand out masters and the DAW manual for each building coordinator that describes in detail how to coordinate the workshop events and volunteers.

- An identified coordinator(s) for technical assistance. The RCS Foundation will also offer workshop parent and coordinator training during the school year.

The Rochester Community Schools Foundation is not responsible for any injury resulting from the transportation or use of the Disability Awareness Workshop kit. Hygiene and safety guidelines for hands-on activities must be followed at all times.

Payment will be issued by _____ (name on check) for the _____ (name of customer if different.)

Contact person name for payment questions: _____

Their phone number or Email: _____

<p>_____ agrees to all of the above conditions. (Signature of Authorized School Administrator or Organization Administrator)</p> <p>Authorized Administrator's contact information: (Please print)</p> <p>.Name: _____</p> <p>.Title: _____</p> <p>.Address: _____</p> <p>.Phone number: _____</p>
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Return both pages of this form to the Rochester Community Schools Foundation, 501 W. University Drive, Rochester, MI 48307. Scan and email this form to KSchaefer@rochester.k12.mi.us, or Fax this form to the RCS Foundation by dialing 248.726.3192.

You will receive a written approval with date confirmation after Lisa Kowalski, the RCS Disability Awareness Workshop Coordinator, contacts your designated DAW coordinator and verifies all of the information.