

PART A - APPLICANT INFORMATION

You may choose to print and complete the application by hand or complete it on a computer. Be sure to save the file to your computer or network drive before completing it.

Grant Information		Grant Number <i>(Partnership Use Only)</i>
Agency		
OPWDD		
Facility		
Central NY DDSO		
CSEA Region		
5		
CSEA Local Number		
0414		
Grant Category (select one)		
<input type="checkbox"/> Break/Lunchroom Improvement		
<input type="checkbox"/> Employee Recognition Anticipated Event Date		
<input checked="" type="checkbox"/> Wellness and Health Education		
<input type="checkbox"/> Working Conditions		
<input type="checkbox"/> Special Projects		
Bargaining Unit Name	Number of CSEA-represented employees in each bargaining unit to benefit	
ASU	15	
ISU	289	
OSU	29	
DMNA	0	
		Total 333

PART A - APPLICANT INFORMATION CONTINUED**Project Coordinator (select one)**☐

Management Representative

☐

CSEA Local President

☒

Other

Name

Teddy Buckner

Title

DA2

Phone

315-555-5544

Email

eddy.buckner@opwdd.ny.gov



Agency

OPWDD

Address

600 Garden StreetRome, NY 13440

PART A - APPLICANT INFORMATION CONTINUED

Labor-Management Contact Information	
Management Representative (Refer to Key Requirements and Definitions Section page 4)	CSEA Local President (Refer to Key Requirements and Definitions Section page 4)
Name	Name
Willow Hernandez	Ronald Donald
Title	CSEA Local Number
OPWDD Director	0414
Address	Address
500 Oak Ln	500 Oak Ln
North Concourse Rd	North Concourse Rd
Syracuse NY 13212	Syracuse NY 13212
Phone	Phone
(315) 555-0022	(315) 555-9998
Email	Email
willow.hernandez@opwdd.ny.gov	ronald.donald@opwdd.ny.gov
<p>By signing and submitting this application, the management representative and the CSEA Local President noted above certify that:</p> <ol style="list-style-type: none"> 1. All information contained in this application is accurate and complete. 2. The assessment and development of this grant request has been a joint collaboration. 3. The management representative and CSEA Local President will be involved in all aspects of project implementation and evaluation. 	
Management Representative Signature	CSEA Local President Signature
	
Date 09/02/25	Date 09/02/25




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It is the policy of the State of New York to provide for and promote equal opportunity in employment and equal access to all programs and services without discrimination on the basis of age, race, color, creed, national origin, military status, sex, sexual orientation, gender identity or expression, disability (including pregnancy-related disability or condition), predisposing genetic characteristics, marital/familial status, status as a victim of domestic violence, or prior arrest/criminal conviction record.

PART B - AGENCY FISCAL OR PROCUREMENT STAFF

Instructions: Identify who will make the purchase and who will complete the procurement process, along with the appropriate contact information and signature.

Name	
Matthew Grey	
Title	
Treasurer	
Address	
200 Floppy Disk Lane, Syracuse, NY 13212	
Phone	Fax
315-555-6565	315-555-8574
Email	
mattyG413@yahoo.com	
Signature of Agency Fiscal or Procurement Staff	
	Date 07/02/24



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PART C – PROJECT NARRATIVE

Instructions: Provide a response to the first two required sections and any more information you would like to include. Attach additional sheets if necessary.

1. Project Description

Provide a brief summary of the grant proposal, including an overview of the requested items and their purpose.

This grant would allow us to offer a one time training to 333 over worked and stressed out employees. The goal is for employees to learn the skills they need to apply stress management techniques on their own following the training.

2. Needs Assessment Process

Explain the process used to determine the need for this grant proposal.


Management and CSEA 0414 Leadership surveyed the wellness needs of their hard working CSEA-represented NYS staff.

3. Project Benefits

Explain how you anticipate this project will benefit both your CSEA-represented NYS employees and your agency/facility.

PART D1 – PROJECT BUDGET WORKSHEET

Use this worksheet for break/lunchroom improvement, wellness and health education, working conditions, and special projects. Enter a description appropriate for the grant category, and complete all other columns, as relevant. Please submit additional information, such as vendor quotes, as relevant. Use the notes page or attach pages, if necessary.

ITEM DESCRIPTION	SIZE OF EQUIPMENT (if applicable)	LOCATION WHERE EQUIPMENT WILL BE STORED (if applicable)	RECIPIENTS (# of CSEA-represented NYS employees)	QUANTITY	COST PER ITEM	TOTAL COST
<i>Example: Refrigerator</i>	<i>20 cubic ft</i>	<i>Kenoza Lake</i>	<i>35</i>	<i>1</i>	<i>\$ 728.00</i>	<i>\$ 728.00</i>
Humor as Mental Floss Tran/a	n/a	n/a	333	1	\$ 1700.00	\$ 1,700.00
					\$	\$ 0.00
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					\$	\$ 0.00
					\$	\$ 0.00
					\$	\$ 0.00
SUBTOTAL						\$ 1,700.00
 <p>Have Questions? Connect with the field associate for your CSEA region. We're here to help!</p>					Shipping	\$ 0.00
					Disposal or Removal Fee	\$ 0.00
					Other (set up, credit card fee, etc.)	\$
					Other	\$
					Other	\$
					TOTAL GRANT REQUEST	\$ 1,700.00

NOTES

Sample

Jim Snack

Jim Snack is a magical presenter and a terrific teacher-- he was named outstanding teacher by the International Communication Association. As a professional magician, Jim has also won top awards for performing both stage magic and sleight-of-hand. With degrees in theater and in communications, Jim combines the two in his work, presenting custom-designed speeches and seminars for schools, corporate clients, government agencies, health care and human service organizations.

Jim has been a back-by-popular-demand speaker 16 years in a row at The HUMOR Project's renowned international conference on "The Positive Power of Humor & Creativity" in Saratoga Springs, New York. He also has generated tremendous testimonials and standing ovations throughout the United States in his work through The HUMOR Project's Speakers Bureau.

Jim is a professional member of the National Speakers Association, former president of the NSA Connecticut Chapter, and past president of the Hudson-Mohawk Chapter of ASTD (American Society of Training and Development). He is one of less than 600 speakers in the world who have earned the C.S.P. (Certified Speaking Professional) designation, the highest earned award bestowed by the National Speakers Association.

Whether he is doing a program on "The Positive Power of Humor, Hope and Healing" for a health care organization, "The Magic of Motivating and Appreciating Your Staff" for a non-profit organization, "The Magic of Team-Building" for a school system, a keynote on "The Magic of Change" for a Fortune 500 company or a presentation on "Customer-Service-with-a-Smile" for a government agency, introducing a new product at a corporate trade show, speaking on creativity and communication or stressing the importance of motivation to school children, Jim's presentations are always a captivating blend of motivation, magic, and message.

Jim has received rave reviews for his presentations throughout the country. In fact, he was selected as "Consummate Speaker of the Year." Jim is definitely the Wizard of Aha's!

Preventing Hardening of the Attitudes: Humor as Mental Floss:

To Be Presented by Jim Snack on September 14, 2022

Humor and creativity go hand-in-hand. We can increase our mental flexibility by adding doses of HAHA and AHA to our everyday life and work. This session will address such topics as:

- * The power of "Yes, and..." thinking— moving from "Yes, but..." to "Yes, and..."
- * The role of humor in building positive communication
- * Tapping sense of humor to improve morale and boost spirits
- * Gaining perspective and reframing stressful work situations with humor and creativity

Revitalize Yourself... Without Changing Your Job:

To Be Presented by Jim Snack on October 16, 2022

Do you have parts of your workday when you seem to move in slow motion? Are there tasks that you need to do that you put off longer than you should? Would you like to thrive while facing challenges on-the-job? If so, join Jim Snack in identifying how to bring more energy, productivity, and enjoyment to all parts of your work. The result: your present job can be more deeply satisfying to you!

This session will explore ways you can increase optimism, gratitude, satisfaction, fulfillment, and "flow" in your life. This fun-filled, practical, interactive session will offer you workable wisdom on how resilience skills can keep you going and allow you to thrive rather than just survive. This session can also include:

- * The magic of change: how to manage change before it manages you
- * How to get by with a lot of help from your co-workers: terrific team-building
- * HUMOResilience: using humor to tickle stress before it tackles you
- * Dealing with difficult people with delight and lightness

Costs

The HUMOR Project Speakers Bureau is offering a significant discount for these two programs as a package.

The cost for the October 16 program that will take place between Syracuse-Utica is \$1700. This includes planning and preparation by the Speaker, a planning phone call with the client prior to the program so that the speaker can customize his presentation, all travel costs (including a hotel and meals on October 15), and the delivery of the program on October 16.

In the past, our arrangements with NYS have included a 50% payment upon the signing of the contract (to cover the planning and preparation time... and to have the speaker hold the dates in order to turn down other requests for those dates) with the 50% balance due on the day of the program or shortly thereafter.