



Asthma School Nursing Award

community leaders helping children breathe better

2009 Asthma School Nursing Award Checklist

#1 PREPARING YOUR APPLICATION

<input type="checkbox"/>	Choose a project: (1) Sport Coaches Training, (2) Partnering with Parents, (3) School Asthma Improvement Recommendations, (4) Indoor Environment Assessment or (5) Design-Your-Own Project
<input type="checkbox"/>	Carefully review the <i>Project To-Do Checklist</i> for the project you selected.
<input type="checkbox"/>	Review the <i>Outcomes Report Form</i> so you know what to turn-in upon project completion.
<input type="checkbox"/>	Complete and sign the <i>Vendor Input Form</i> from the State of Missouri Office of Administration; this form is necessary to process payment of the mini-grant.
<input type="checkbox"/>	Complete and sign the <i>Application Form</i> .
<input type="checkbox"/>	Mail or fax the <i>Vendor Input Form</i> and <i>Application Form</i> to Peggy Gaddy by May 11, 2009

#2 COMPLETE YOUR PROJECT ACTIVITIES BY AUGUST 31, 2009

#3 AFTER COMPLETING YOUR PROJECT

<input type="checkbox"/>	Submit <i>Outcomes Report Form</i> to Peggy Gaddy by Sept 30, 2009.
<input type="checkbox"/>	Submit <i>Payment Form</i> to Peggy Gaddy by Sept 30, 2009.

All forms needed can be downloaded from the Asthma School Nursing Award Section of www.AsthmaHere.org.

FOR ASSISTANCE OR MORE INFORMATION, PLEASE CONTACT:

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