

BLOCK FEST 2007-2008 IDAHO SITE REQUEST

Block Fest is a traveling block building extravaganza for young children (8 months to 8 years) and their parents. You can view the exhibit at www.blockfest.org. If you would like to host Block Fest in your community, please complete all **shaded areas** on this form.

Host agency/organization: _____

Address: _____

Contact person: _____ Title: _____

Phone _____ Fax: _____

E-mail _____

Other partner agencies/organizations: _____

PROPOSED BLOCK FEST Exhibit Date/s: _____

Location: (facility) _____

Address: _____

Handicapped accessible? yes no

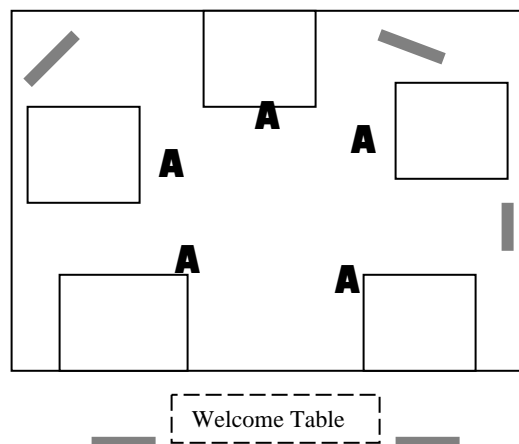
We require that at least one individual who will oversee the Block Fest event in your area attends another Block Fest event to see it in action. We strongly recommend that this individual is there for set-up or pack-down so they experience the process.

Have you held a Block Fes before? Y/N If Not Where did you/do you plan to preview this exhibit? _____

Date: _____ Contact name: _____

SPACE REQUIREMENTS: Block Fest consists of 5 block building stations, each of which requires an 8X10 space, with 3-4 feet between stations. A complete instruction manual included in the exhibit outlines all details about the set-up. See below for a sample illustration in a room approx. 40' x 24':

Stations can be arranged in a circle as shown, or in any other formation that fits your space. In addition to the stations, there are 5 free-standing banners (3'wide x 8' tall [—]) that are best positioned near a wall and 5 free-standing A-frame signs (18"wide x 3' tall [A]). Each 8'x10' station is defined by 20 (2'x2') foam squares that link together.





YOUR AUDIENCE: Your Block Fest will be available to:

- PAT families
- Other community members
- Other groups: (list: _____)

CAPACITY: To assure the safety of the participants, **no more than 35 children (plus their parents or accompanying adults) should be using the exhibit at any one time.** Larger groups can be accommodated by scheduling one hour time slots for groups in succession. It is recommended that a 30 minute clean up and exhibit/volunteer refreshing be allowed for between groups.

How many children to you estimate accommodating at Block Fest? _____
Ages? _____

If more than 35 children are expected, what are your plans to accommodate everyone?

VOLUNTEERS NEEDED

- Set-up and inventory: 2-3 people for about 1.5 hours.
- Station attendants: 5 people - 1 volunteer per station to monitor and facilitate child and adult's play and learning. Small groups (fewer than 20 children) can get by with fewer volunteers.
- Take down, inventory and pack up: 2-3 people for about 1.5-2.5 hours.

EVALUATIONS: To be accountable to our grantor we ask that all programs implement the simple evaluation card and return them to our office. Parents complete the card in just 2-3 minutes after they participate in Block Fest. It is available electronically and can be printed on a 5 ½ x 8" card. We will tabulate the results and send them back to you.

HOST RESPONSIBILITIES

RETURN BLOCK FEST IN GOOD CONDITION. It is the responsibility of the host organization to return **all** pieces of the Block Fest exhibit **clean, in good condition and packed per the instructions.** The host organization will submit a report (pre-inventory) of the exhibit condition when they receive and unpack it. It must be faxed upon receipt of exhibit, and another report faxed when it's packed up. If pieces are missing or damaged when the exhibit is received, the host site should contact the office immediately to see if arrangements can be made to replace the parts before using the exhibit. Programs will be sent an invoice for any damage up to \$50 beyond normal wear and tear. Items exceeding \$50 will be covered by our insurance with a \$50 deductible. Non-University of Idaho sites will be sent an indemnity clause for signature releasing the University from liability caused by the exhibit. Finally, we require the host site to complete a brief feedback form with number of children and families reached, upon completion of the exhibit.

TRANSPORTATION: We will be covering the cost of getting the exhibit to Moscow. We will do our best to minimize the distance any program has to go to pick up or pass along the exhibit. The host organization must arrange for transportation of the Block Fest exhibit to/from their site in a secure manner. A minivan with all back seats removed, a step van, or a large pick-up with a cap on top can accommodate the exhibit (7'x3'x4', approx. 100 cubic feet). Open trucks are not acceptable for



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714 W. State Street Boise, Idaho 83702
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dianed@uidaho.edu

transport. Whenever possible, Idaho Parents as Teachers and the University of Idaho PAT will schedule exhibit sites so that trips between Block Fest sites are within a distance of 60 miles of each other. Each host must communicate and facilitate a smooth transition for the next site to pick up the exhibit. Host sites must have safe, secure storage for the exhibit before and after they use it.

BLOCK FEST RESOURCES

The Block Fest Block Building Exhibit is available to Idaho programs for a \$250 borrowing fee. This fee is necessary to help maintain the condition of the exhibit and coordinate its travel. The purpose is to help programs provide a fun, early math & science learning experience to young children and families in their PAT programs and communities. Each host program is responsible for:

- A \$250 borrower's fee.
- Transportation of the exhibit to and from your community.
- Staffing for set-up, implementation and pack-up of the exhibit.
- Publicizing their event. (We can provide sample media release and flyer)
- Completing inventory forms and a brief, Block Fest feedback form following their event.

Playing and Learning with Blocks: A handbook for parents and caregivers was developed by the University of Idaho PAT for parents to use with the exhibit and to extend lessons learned from Block Fest into their homes. This full-color booklet is comprised of 6 double-sided large cards that are bound into a handy reference tool. It gives tips on block learning in the areas of math, science, literacy and general knowledge; the stages of block play and the parent role in block play. This attractive book takes care of the need for multiple handouts that are costly and often thrown away. Provide one to each family.

Handbooks are available to purchase for \$4 each to cover printing costs and book rate shipping. Additional postage is required for faster shipping.

We would like to purchase the handbook, Playing & Learning with Blocks:

books _____ @ \$4 Total: \$ _____ (you will receive an electronic invoice for any orders).

- Book rate shipping is acceptable (no extra charge)
- We will pay for priority rate shipping

Please send a **check or PO for the books and the user fee.**

Shipping/billing name and address (no P.O. Boxes., please):

The hand book is not available in Spanish at this time but there is an original, 2-sided handout of the banner material in Spanish that is available in the exhibit manual.



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BLOCK FEST HOST PROGRAM AGREEMENT

As a representative of the _____ program (*program name*) I, _____ (*name*) agree that (check each below if you agree):

- We will use the Block Fest exhibit and all of its contents as they were intended.
- We will arrange and coordinate appropriate transportation and storage of the exhibit.
- We will staff the exhibit for safe and optimal learning.
- We will fax the inventory sheets when we receive the exhibit and before we send the exhibit on to the next host site. (208.343.0379)
- We will remit a \$250 user fee.
- We completed the indemnity form.
- We will complete and submit the Block Fest feedback form (included in the Set up manual) immediately following our event.

Signature

Title

Date

Print Name

FAX your request to PAT at 208-343-0379. You will receive a confirmation and additional resource materials.

Diane Demarest, Program Director
University of Idaho PAT
208-343-1542