

Child Care Action Council
3729 Griffin Lane SE
Olympia, WA 98507
360.786.8907 x142
blockfestcoordinator@gmail.com

BLOCK FEST INFORMATION TO HELP YOU PLAN

Block Fest is a traveling block-building extravaganza for young children (8 months to 8 years) and their caregivers. It is intended to engage families with their children, and expose everyone to the power of play and to the connection between blocks, math, and science.

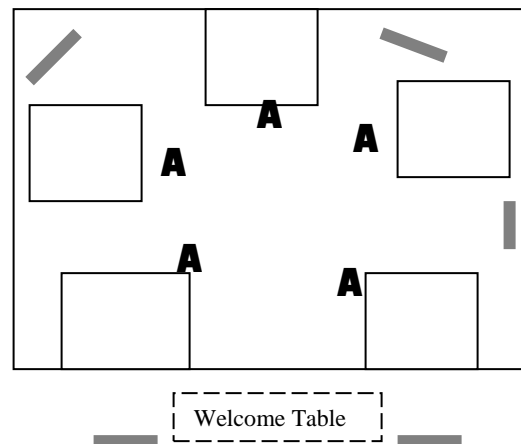
INTENDED AUDIENCE:

Block Fest is a community-building or family-engagement event, and is very versatile. Often early childhood programs will host events for families who attend their programs, but Block Fest may be utilized as a special event that is open to the public.

SPACE REQUIREMENTS:

Block Fest consists of 5 block-building stations, each requiring an 8x10 space, with 3-4 feet between stations. A complete instruction manual included in the exhibit outlines the set-up. See below for a sample illustration in a room approx. 40' x 24':

Stations can be arranged to fit 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 10 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 on the floor and serve as a mat.



CAPACITY:

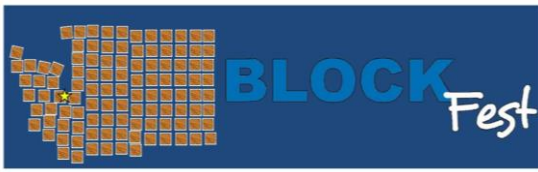
No more than 40 children (plus their caregivers) should use the exhibit at any one time.

Larger groups can be accommodated by scheduling 1-hour time slots for groups. We recommend a 30-minute break between groups, to allow time for refreshing the stations.

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 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.

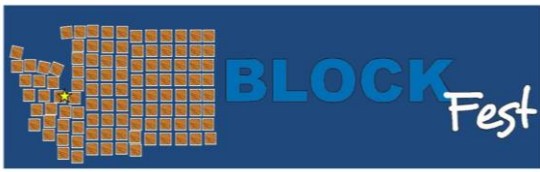
COST OF RENTAL: Fees for Block Fest usually range from \$50 - \$400, depending on the time, coordination, location, and transportation needs of your event. A limited amount of grant money may be available from CCAC. Please speak with the Block Fest Coordinator about estimated expenses.



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BLOCK FEST REQUEST FOR USE

About You	
Requesting Organization:	
Contact Name:	Contact Phone:
Mailing Address:	
Email:	
Partnering Organizations:	
How did you hear about Block Fest?	
Has your organization hosted an event in the past?	
Briefly tell us about past Block Fest training and hosting:	
About the Event	
Date(s) of Event:	Time:
Event Address:	
Handicapped Accessible?	Audience type:
Will you be serving any typically under-served populations (rural area; military; etc.)? Please explain:	
Expenses are explained on page 1. Do you have concerns about paying for Block Fest? Please explain:	
Are you interested in purchasing take-home books for families (\$4.00 per book)?	
If yes, how many books?	
About Coordination	
Do you have a covered truck/van for transporting the display?	
Where will you find volunteers?	
Time set up will begin:	Clean up done by:
BLOCK FEST OFFICE USE ONLY:	
Use fee total (\$50 per day):	
Total cost for CCAC staff time:	
Estimated cost of transportation:	
Total estimated cost:	
Agreed upon fee:	



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BLOCK FEST USE AGREEMENT

We, _____ (organization name) agree to (check all that apply):

- Email proof of liability insurance to blockfestcoordinator@gmail.com or fax 360-786-8960 before the event
- Open the facility for set up at the pre-arranged time
- Use Block Fest and all contents as intended
- Staff the exhibit for safe and optimal learning
- Complete the Block Fest feedback form following the event
- Safely transport Block Fest (**check if CCAC is not transporting the materials**)
- Pay agreed upon fee of: \$

Hold Harmless Agreement

This hold harmless and indemnification agreement is entered into by and between *The Child Care Action Council* (the Promisee) and the organization listed above (the Promisor).

The intent of this agreement is to indemnify the Promisee from any claims arising from use of the Block Fest equipment. The Promisor will indemnify and hold harmless the Promisee from any and all claims, actions, and judgments, including all costs of defense and attorney fees incurred in defending against claims arisen from and related to the use of Block Fest equipment. The Promisor's actions include the acts of the Promisor's volunteers or staff. In the event that any claim or suit is brought against the Promisee within the scope of this agreement, the Promisor shall pay for all legal counsel chosen by the Promisee to defend against the same.

Kim Shorten

 Child Care Action Council representative with authority to sign

Click here to enter a date.

 Organization representative with authority to sign

Click here to enter a date.