

Cook Brothers Educational Fund, Inc.

February 13, 1986

Dr. Walter Capps
Religious Studies Department
University of California/Santa Barbara

Dear Dr. Capps,

Your grant proposal has been accepted by the board under the following conditions:

1. That the grant be used for Religious Studies 155 only
2. That the grant be used to provide financial assistance, including travel expenses for guest speakers for Religious Studies 155
3. That an annual accounting of expenditures be provided
4. That in the case that Religious Studies 155 is cancelled, the funds be returned
5. That in the case that Religious Studies 155 is not taught by you, the grant will be subject to review by the board
6. That the name(s) of the donor not be used in public nor announced to the press.

Subject to your acceptance of the conditions listed above, a grant for \$1,500 will be issued.

Sincerely,

Kathy Cook

Kathy Cook

KATHY COOK
1562 MARQUARD TERR.
SANTA BARBARA, 93101
682-0444

UNIVERSITY OF CALIFORNIA, SANTA BARBARA

BERKELEY • DAVIS • IRVINE • LOS ANGELES • RIVERSIDE • SAN DIEGO • SAN FRANCISCO



SANTA BARBARA • SANTA CRUZ

DEPARTMENT OF RELIGIOUS STUDIES

SANTA BARBARA, CALIFORNIA 93106

February 23, 1986

Ms. Kathy Cook
Cook Brothers Educational Fund, Inc.
c/o 1562 Marquard Terrace
Santa Barbara, CA 93101

Dear Ms. Cook:

I am pleased to accept all of the conditions, without qualification, covering a grant award from Cook Brothers Educational Fund, Inc., in support of guest speakers for the Religious Studies 155 class.

These conditions are:

- (1) that the grant be used exclusively for Religious Studies 155;
- (2) that the grant be used specifically to defray expenses involved (including travel expenses) in inviting guest speakers to the class;
- (3) that an annual accounting of expenditures be provided;
- (4) that in case that R.S. 155 is cancelled, the monies will be returned.
- (5) that in the event that R.S. 155 is taught by some other instructor, the grant will be subject to review by the board; and
- (6) that the name(s) of the donor not be used in public nor announced to the press.

Thank you very much for this very generous and very tangible gift of support for the class.

Sincerely yours,

Walter H. Capps
Professor of Religious
Studies

UNIVERSITY OF CALIFORNIA, SANTA BARBARA

BERKELEY • DAVIS • IRVINE • LOS ANGELES • RIVERSIDE • SAN DIEGO • SAN FRANCISCO



SANTA BARBARA • SANTA CRUZ

DEPARTMENT OF RELIGIOUS STUDIES

SANTA BARBARA, CALIFORNIA 93106

October 25, 1988

Ms. Kathy Cook
Cook Brothers Educational Fund, Inc.
1217 Bel Air Drive
Santa Barbara, Ca. 93105

Dear Kathy:

You may have heard that some significant steps have been taken recently to place American veterans of the Vietnam War in contact with Soviet veterans of the Afghanistan War. Through the leadership of the Earthstewards Network, whose headquarters are on Bainbridge Island in the State of Washington, an advance delegation of Americans traveled to the Soviet Union in late September and early October of this year to create the working arrangements. Included in that delegation were members and representatives of the medical profession (who could inform the Soviets about orthopedic procedures), a number of skilled psychologists and psychiatrists (including both Shad Meshad and John Russell Smith, who have addressed our UCSB class), a former Army chaplain (Bill Mahedy, who has also addressed our class), and various representatives of various peace organizations.

The second group of approximately 15 Americans will be traveling to the Soviet Union in late November, for a two-week stay. This time, however, the objective is not to establish a program, but, instead, to schedule a series of face-to-face discussions with Soviet counterparts, to explore ways in which Americans might assist the Soviets to come to terms with post-traumatic stress disorders, and to work together on what has become a common problem. I see it as an opportunity to help bring the two superpowers together, through mutual exploration of a common tragic experience, to assist each other to find appropriate healing.

To make a longer story a bit shorter, I have been invited to be part of this delegation, the first American educator so involved. While in the Soviet Union, I will have opportunity fully to participate in the conference involving war combatants. In addition, I have been given clearance to meet with Soviet counterparts in higher education, specifically at Moscow State University. And I anticipate that I will be asked to describe the RS 155 class on "The Impact of the Vietnam War" which we launched here now ten years ago. Because I am rather centrally involved, and because the pilgrimage invites documentation, there is a good chance that King Harris of KEYT Television, together with a photographer, will also be going along. We expect the documentary to be used on local television, of course, but also in colleges, universities and high schools throughout the country. In fact, I am thoroughly confident that the experience will contribute enormously to the quality and content of the class.

October 25, 1988

page 2

A few short years ago, you assisted me at a critical stage in the development of the class by providing the wherewithal to enable us to bring key outside resource persons to Santa Barbara. Some of that money helped us bring former Governor Bob Kerrey to the campus. (Mr. Kerrey, by the way, is running for the United States Senate, is leading in the polls today, and, if elected, will be returning to the campus as a Senator next time the class is offered.) We also drew upon the fund to bring Rose Sandecki, the former Army nurse, to the campus. And it was used to help pay for Bill Mahedy's guest appearance.

I am asking, this time, if it would be appropriate for me to request travel-assistance funds for myself, in support of the journey. Earthstewards Network has been given a \$1,685 group rate per person, to cover travel to the Soviet Union, room and board while there. If you can assist me with this, the grant would still be awarded to UCSB, in support of RS 155, with the designation that the money would be used specifically and exclusively for this venture.

I trust that this is an appropriate request. Warm personal regards.

Yours sincerely,

Walter H. Capps
Professor

**COOK BROTHERS EDUCATIONAL FUND, INC.
GRANT PROCEDURE**

The Board reviews grant applications quarterly (March, June, September and December). If there are emergency or urgent requests for funding, the Board may hold a special meeting for considering those proposals.

However, prior to a full proposal being prepared and presented to the Board, a concept letter briefly describing the envisioned proposal should be sent to the Grants Administrator. If there is sufficient interest, the Grants Administrator will so inform the applicant and invite a full proposal.

Each proposal must contain the following information:

1. A description and general history of the applying organization;
2. The purpose for which the grant is to be made, and how specified goals and tasks will be accomplished;
3. The total amount requested from the Fund, in addition to the total budget for the entire project, together with an explanation of the specific uses to which the funds would be put;
4. A list of corporate, foundation and other sources which the applicant has approached or intends to approach and the amounts solicited or received from each (the Fund expects to be notified by applicants of grants received from other foundations or corporations while a proposal is being reviewed, as such grants frequently cause changes in the overall program and budget of the organization);
5. A complete statement of the experience of each of the persons charged with responsibility for the program;
6. A copy of the applicant's exemption letter from the IRS, unless the applicant has previously supplied the Fund with a copy.

Upon receipt of any grant proposal the Board will first determine if guidelines. After this initial step the Board actively reviews each proposal, the applicant, and other resource people. Among the criteria

1. The stability and integrity of the applying organization;
2. The capabilities and experience in the field of the individuals responsible for the program;
3. The financial position of the prospective grantee, including an assessment of the group's ability to continue to grow and develop when the Fund's grant has been expended;
4. Whether the proposal duplicates or works in conjunction with similar projects, and whether the project meets a demonstrated need;
5. Whether the project will receive continued support from the community;
6. If the applicant has previously received funding and has not fulfilled information requests from the Fund, the proposal will not be considered until the information is current.

Whether the grant application is accepted or rejected, the applicant will receive written notification from the Grants Administrator within three weeks after the decision has been made. Each recipient is informed of the terms and conditions of the grant and is required to agree to them prior to the grant being funded.

At the time funds have been disbursed an active oversight/review process begins. This monitoring process entails analysis of progress toward specific program objectives and anticipated results. Goals and evaluation standards will have been discussed and agreed to by the time the grant is funded. If it becomes apparent that either the original objectives of the program funded are not being met or the financial integrity of the program is threatened, the Grants Administrator may withhold remaining funding or request the balance remaining with the grantee be returned to the Fund. This, however, would require prior approval of the Board. At the conclusion of the funding cycle it is mandatory that each recipient supply a final accounting of the disposition of the funds received.

GRANTS ADMINISTRATOR

Frank Cook
1975 Ashland Mine Road
Ashland, OR 97520
(503) 482-4537

KATHY COOK
1217 BEL AIR DR.
S.B. 93105
682 0444

*Dear Dr. Capps,
Here's our grant procedure outline for your information. Because we have already set up a grant before, much of this won't apply. What we do need is an accounting of the funds expended for the prior grant. If you can be simple, one page, nothing elaborate is necessary.
Kathy Cook*

Wol

Dear Dr. Capps,

Wed

Here's our grant procedure outline for your information. Because we have already set up a grant before, much of this won't apply. What we do need is an accounting of the funds expended for the prior grant. It can be simple, one page, nothing elaborate is necessary.

Katty Cook

UNIVERSITY OF CALIFORNIA, SANTA BARBARA

BERKELEY • DAVIS • IRVINE • LOS ANGELES • RIVERSIDE • SAN DIEGO • SAN FRANCISCO



SANTA BARBARA • SANTA CRUZ

OFFICE OF UNIVERSITY DEVELOPMENT
(805) 961-2600

SANTA BARBARA, CALIFORNIA 93106

February 7, 1989

Ms. Kathy Cook
Secretary/Treasurer
Cook Brothers Educational Fund, Inc.
1217 Bel Air Drive
Santa Barbara, California 93105

Dear Ms. Cook:

On behalf of the University of California, Santa Barbara, I would like to thank the Cook Brothers Educational Fund, Inc. for its generous gift to cover travel related expenses for Dr. Walter Capps' trip to the Soviet Union. Your continued support of Dr. Capps' valuable work is deeply appreciated.

With best regards,

Sincerely,

Janet C. Manzi
Director of Development
College of Letters
and Science

JCM:lg

cc: Walter Capps, Professor
Religious Studies Department

Phillip E. Hammond, Chairman
Religious Studies Department