

2020 GREATER HARRISBURG COMMUNITY FOUNDATION BENJAMIN FRANKLIN TRUST FUND GRANT APPLICATION DATE DUE: AUGUST 1, 2020

Thank you for applying to the Benjamin Franklin Trust Fund of the Greater Harrisburg Community Foundation, a regional foundation of The Foundation for Enhancing Communities. Tell your story clearly and concisely. Attachments are required; follow all directions. Failure to answer questions, utilize this template, or provide required materials will disqualify your application. **Answer all questions using information that applies to the project seeking support of grant funds.** Contact Jennifer Strechay, Program Officer for Community Investment, at 717-236-5040 or jstrechay@tfec.org with questions.

APPLICANT SNAPSHOT

Applicant Organization Name

Brethren Community Ministries

Provide your organization's name as currently recognized by the IRS

- Check box if the Applicant Organization Name above is a "Doing Business As" name and the provided 501c3 letter states a different name. To be recognized by the "Doing Business As" name, attach ONE legal document using the provided name. If not provided, TFEC will utilize the 501c3 name.**
- Check box if the Applicant Organization uses a Fiscal Sponsor and provide name here**
Click or tap here to enter text.

Name, Title, Email, Phone of Executive Leader

Don Mitchell, Board Chair, dvm_90274@yahoo.com, 310-779-9911

All contracts and notifications of grant status will be addressed to the individual provided here

Applicant Organization's Physical Address

219 Hummel St. Harrisburg PA 17104

Applicant Organization's Address for Mailed Communications

Same as physical address

All contracts and notifications of grant status will be sent to the address provided here

Name, Title, Email, Phone of Contact Completing Application

Alyssa Parker, Operations Manager, brethren.com.min@gmail.com, 717-559-5673

If application questions arise, this individual will be contacted by TFEC staff

Counties to be served as part of project; check all that apply.

- Cumberland Dauphin Franklin Juniata Mifflin Lebanon Perry
 Northern York (Dillsburg Area)

PROJECT NARRATIVE

Answer questions 1-5 clearly and concisely; no limit (except for Project Snapshot)

PROJECT TITLE Computer Class

Project Title must match title listed throughout application and online

APPLICANT ORGANIZATION MISSION STATEMENT

Serving Allison Hill in becoming a safer, healthier community empowered by God's peace.

PROJECT SNAPSHOT

1. Capture your project and the community need it seeks to address in 200 words or less.

The community we serve is made up of low income families and immigrants. We created this program to all community members to gain skills in computer basics so they can get a job, prepare for school, etc. We offer this course to all interested including our recently released returning neighbors. This program allows our participants to build skills and use them to create a better future for themselves and their family.

PROJECT NARRATIVE

2. Describe the proposed project, the geographic area it will serve, and the audience to be served; state why this audience was selected. You **MUST** use and complete the following statement within your answer, "Grant funds will be used to _____". Include when and where the project will take place. List dates and locations as appropriate in chronological order and state if provided dates/locations are confirmed, estimated, or to be determined.

This program involves a class setting where participants complete introductory courses on basic computer skills. This includes, opening and using the computer, browsing the web, using Microsoft Suite, and other lessons. They can move at their own pace and will have a volunteer in the lab to assist when necessary. When they complete 10 modules, they are eligible for a free desktop computer that has been refurbished.

We serve the Allison Hill neighborhood in Harrisburg, which is mostly made up of low-income families, foreign-born citizens, and diverse communities. Due to the lack of funds this population has access to and the underserved community we live in, this is our target population.

These grant funds will be used to purchase refurbished computers, maintain the computer lab, purchase needed accessories for the course such as headphones, and assist in covering costs of office supplies and rent for the computer lab.

This project will take place beginning in January of 2021 and go until December. It will take place in the computer lab located at 219 Hummel St. where our office is also located. This is confirmed.

FUNDING

3. Restate the amount you are seeking from TFEC and describe any other funding sources and amounts. If this proposal is not funded at the level requested, will you be able to implement the project as stated? Explain as needed.

We are asking for \$1000 from this grant and are in the process of applying for other grants to cover the costs. Right now, we are using the grant provided by the Atlantic Northeast District Church of

the Brethren (\$20,000/year for ALL programs) to fulfill the needs of this program. If this program is not funded we will have to continue to take money out of that fund.

PROJECT SUCCESS

4. What will project success look like and how will project success be measured and documented (i.e.: how will you know the project is successful? Are you collecting value statements, numbers served, surveys, photos, before and after images, or using other methods)?

Project success will look like completing the modules and moving forward to use the skills learned to improve the participants life. We will know the project is successful by completing a pre-post test asking questions about knowledge, interest and goals and then re-evaluating at the end of the program.

ACCESS & INCLUSION

5. As a community foundation, TFEC fosters a climate of purposeful inclusion that values diversity of gender, age, race, ethnicity, national origin, range of abilities, sexual orientation, and socio-economic status. Please state how your project will be made accessible to all individuals who qualify for participation in the project and describe any accommodations, modifications, technologies, or services you will offer to ensure that all eligible participants experience the best possible services or outcomes.

Brethren Community ministries also seeks to foster a climate of inclusion and accessibility. We are currently working on getting our program in a variety of languages as well as acquiring volunteers who are experienced in Spanish so we can better community with the participants. We also have an elevator for our older or disabled participants. This is a free program and we are very intentional about making sure everyone who wants to participate has the ability to do so.

BUDGET WORKSHEET

Complete the Budget Worksheet below; a Project Total is required.

ITEM OR SERVICE <i>Examples include: Contracted Services, Equipment, Personnel, Supplies; list your own as appropriate.</i>	DESCRIPTION OF ITEM OR SERVICE	REQUESTED GRANT FUNDS <i>List where funds sought through this grant opportunity will be applied.</i>	OTHER FUNDING SOURCES <i>List the names and amounts of all other funding sources.</i>	PENDING, COMMITTED, OR RECEIVED <i>Using a P, C, or R, indicate the status of all funding sources.</i>	\$ TOTALS <i>Add across to provide a total for each row. Total columns as indicated in bottom row.</i>
computers	referred, desktop, keyboard, given away on graduation day	\$450	Barnabas Fund (\$800)	C	\$1250
Accessories	This can include headphones, updates mouses, keyboards, etc.	\$100	Barnabas Fund (\$20)	C	\$120
Rent	the computer lab space housed in Harrisburg First Church	\$400	Barnabas Fund (\$2600)	C	\$3000
Office Supplies	paper, ink, etc for reporting, certificates, etc.	\$50	Barnabas Fund (\$190)	C	\$240
		\$			\$
		\$			\$
		\$			\$
		\$			\$
		\$			\$
		\$			\$
TOTALS		\$1000	\$3610 Total: Other Funding Sources		\$4610 PROJECT TOTAL

	Total: Requested Grant Funds			
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Brethren Community Ministries Staff and Board Members

Don Mitchell –Chair (2008-Present, starting serving as Chair in 2010)

Term: 2014-2019 (HFCOB Member)

Legal Full Name: Don Valliant Mitchell

Date of Birth: 9/16/47

Home Address: 231 Indian Creek Dr.
Mechanicsburg, PA 17050

Cell: 310-779-9911

dvm_90274@yahoo.com

Employment: Retired/Owner of Transportation Services; Taxis' and Limousine, Director of Church Development, Atlantic Northeast District, Church of the Brethren

Involvements: Former Chair of Pacific Southwest District's /Imperial Heights Peace and Justice Center, Chair of Mission and Church Planting Commission of Pacific South West District of Church of the Brethren (PSWD), Member of PSWD Witness Commission (Resigned above duties after moving to Pennsylvania), Member of Urban Peace Tours, sponsored by the Church of the Brethren, General Board Witness Commission, Former member TURF Committee, Member of Urban Peace Tours, sponsored by the Church of the Brethren Witness Agency, TURF Committee, ANE Witness Commission, ON Earth Peace Board.

Steve Seitz – Vice Chair – (2013-Present)

Term: 2014-2019 (2013) (HFCOB Member)

Legal Full Name: Steven Lynn Seitz

Date of Birth: 9/28/1942

Home Address: 3332 Green St.
Harrisburg, PA 17110

Cell [240-305-5504](tel:240-305-5504)

Email slseitz@verizon.net

Employment: Steve is currently self-employed with his wife Dotti in their company, The Puppet and Story Works, providing shows for retirement communities, schools, and churches in the Mid-Atlantic States. Steve is retired from the federal Agency for Healthcare Research and Quality, Rockville, MD. Previously, he was a Project Officer for the National Training System for Substance Abuse Prevention at the Center for Substance Abuse Prevention in the Substance Abuse and Mental Health Services Administration, DHHS. Prior to that he had been a psychodramatist and counselor for the Washington D.C. city Mental Health Services Administration.

Rick Woodard – Treasurer - (2008-Present)

Term: 2014-2019

Legal Full Name: Richard Norman Woodard

Date of Birth: 8/20/1948

Home Address: 219 N. 23rd St.
Camp Hill, PA 17011

Cell: 717-991-4204

richard.n.woodard@gmail.com

Employment: Retired real estate agent with Century 21

Involvements: Founder and Co-Coordinator of the Allison Hill Fund; Member of Camp Hill Presbyterian Church; Board member (and current Chair) of the [Peace Tax Fund](#); Camp Hill Borough Council Member; Board members and Treasurer of Christian Churches United of the Tri-County Area; Current president of West Shore Sertoma, and has served as president in 2003-2005 as well.

Wanda Santiago – Secretary (2004-Present)

Term: 2014-2019 (2004)

Legal Full Name: Wanda Kay Santiago

Date of Birth: 9/18/1956

Home Address: 301 Crescent St.
Harrisburg, PA 17104

Home: 717-236-8147

Cell [717-579-4782](tel:717-579-4782)

sanwuan@comcast.net

Employment: Owner-Operator of Santiago Day Care

Involvements: Volunteer with Community Life Team Activities, Tutor/Mentor with Hope Foundation, Coordinator for Underprivileged Children's Christmas Party, was on Board of Habitat for Humanity, was Tutor with TOYS, and was Chair of Parent Advisory Team for Harrisburg School district, neighborhood resident.

Belita Mitchell- Board Member (2013-Present)

HFCOB Sr. Pastor is Permanent Member (HFCOB Member)

Legal Full Name: Belita Doreen Mitchell

Date of Birth: 3/28/1946

Home Address: 231 Indian Creek Dr.
Mechanicsburg, PA 17050

Cell: 310-779-9911

pastorbelita@yahoo.com

Employment: Senior Pastor at Harrisburg First Church of the Brethren since late 2003.

Previously employed as Associate Pastor and Executive Account Manager for a Fortune 100 Company in So. California.

Involvements: Church of the Brethren Annual Conference Moderator, 2007; Past Chair of Denominational Committee on Interchurch Relations and NCCC (National Council of Christian Churches) Delegate; Revivalist, Retreat Leader, and Workshop Presenter; Past Coordinator of the South Allison Hill Ministerium and member of The Milton Hershey Penn State Medical School Admissions Committee; Current Chair of Harrisburg Chapter of Heeding God's Call to End Gun Violence and National Board Member; Member of Atlantic Northeast (ANE) District Church of the Brethren (CoB) Urban Initiatives Task Team, and ANE District Standing Committee Delegate to the CoB Annual Conference.

Pastor Ron Ludwick – Board Member (2015-Present)

Term: 2015-2020

Legal Full Name: Ronald Elmer Ludwick

Date of Birth: 7/26/1949

Home Address: 920 Melody Lane
Lebanon, PA 17046

Employment: Pastor with Shippensburg Church of the Brethren; Bethany Seminary Student;
Pastor with Hanoverdale Church of the Brethren; Currently Pastor of Lebanon Church of the
Brethren

Involvements: Zion Choral; Messiah College Choral Arts; Ministers of Music Quartet; Living
Hope Counseling Center Board; Lebanon Valley Brethren Home Board

Cell [717-813-6314](tel:717-813-6314)

Email: lcobpastor@comcast.net

Colin Scott– Board Member (2018-Present)

Term: 2017-2022

Legal Full Name: Colin Wayne Scott

Date of Birth:

Home Address: 5517 Partridge Court,
Harrisburg, PA 17111

Cell [717-645-4711](tel:717-645-4711) Work [717-783-5949](tel:717-783-5949)

Email cwscotty03@hotmail.com

Employment: Assistant Counsel at the Pennsylvania Public Utility Commission

Involvements: Colin began as a Board Member with Brethren Community Ministries
(bcmPEACE) in 2017. He currently serves on the Church of the Brethren Mission and Ministry
Board to which he was elected at the 2017 Annual Conference, and is a member of the Board's
Executive Committee. He assisted the Stewardship of Property II Committee (2017-2018) in his
Board capacity. Colin is also a member of the Southern Pennsylvania District Board and is
presently on the District Nurture Commission where he focuses on Youth ministry. On the
District Board he was previously a member of the Church Development and Revitalization
Commission (CDRC).

Involvements: Colin is a member of the Mechanicsburg Church of the Brethren (MCOB). In
the past, he served on the church's Leadership Team; he was the Chairperson of the Christian
Education Ministry Team. As a youth, he served on the Southern Pennsylvania District Youth
Cabinet as well as on the Youth Steering Committee at MCOB. Colin teaches the Junior High
Sunday School class and is a Youth Advisor at the church. Separately, he umpires baseball and
softball as a member of the Central Penn Umpires' Association (CPUA) and USA Softball. He is
also a member of Harrisburg Young Professionals (HYP).

Mark Pickens– Board Member (2019-Present)

Term: 2019-2024

Legal Full Name: George-Mark (Mark) Kibble Pickens

Date of Birth: 10/22/1982

Home Address: 345 Hummel St., Unit B,
Harrisburg, PA 17104

Cell : (717) 829-5962

Email: gmkpickens@gmail.com

Employment: Field Associate w/ Anabaptist Disabilities Network (ADN)

Involvements: Harrisburg First Church of the Brethren: Licensed Minister, Christian Education Team Member, Spiritual Life Team Member; Church of the Brethren Disability Advocacy Team Member; Consumer Advocate with Wheels in Motion Advocacy Team and The Center for Independent Living of Central PA; Board Member for PA's Statewide Independent Living Council (SILC), Central PA Diversity Forum Planning Committee Member

Andy Hamilton– Board Member (2019-Present)

Term: 2019-2024

Legal Full Name: Andrew Hamilton

Date of Birth: -

Home Address: -

Cell: -

Email: a.stewart.hamilton@gmail.com

Employment: Pastor at Steven's Hill Church of the Brethren

Involvements: -

NON-VOTING—NOT BOARD MEMBERS

People to include on board discussions / activities:

Gerald Rhodes

Staff

Josiah Ludwick – Program Director (2013- Present)

Legal Full Name: Josiah Ludwick

Date of Birth: -

Home Address: -

Cell : -

Email: josiahludwick@gmail.com

Alyssa Parker– Operations Manager (2020-Present)

Legal Full Name: Alyssa Monette Parker

Date of Birth: 11/10/1996

Home Address: 1317 Derry St. #2R
Harrisburg PA 17104

Cell : (540) 718-6525

Email: alyssamonetteparker@gmail.com

Louise Knight – Property Manager (2020 – Present)

Cell (717) 919-4087

Email larknight1223@gmail.com

2020 BENJAMIN FRANKLIN TRUST FUND SIGN & SUBMIT FORM

Provide signatures from the applicant organization, below. Both organization representatives must sign.

By providing your original OR digital signature below, you agree that the provided information in this application is true to the best of your knowledge and may be submitted for review. Completion of this form is one component of your Complete Application.

- President/CEO** _____
Ink Signature
- Board President** _____
Ink Signature

Click or tap here to enter text.

Digital Signature



Digital Signature

REQUIRED ATTACHMENTS TO BE UPLOADED & SUBMITTED BY 4PM IN THE DEADLINE DATE

All grant materials must be submitted through the TFEC online application system by 4pm on the deadline date. This grant opportunity does not utilize delivered or mailed materials.

- Complete Application:** Applicant Snapshot, Project Narrative, Budget Worksheet, and Sign & Submit Form with original or digital signatures.
- Board of Directors List:** Professional affiliations (ie: work positions and/or titles as applicable) must be included.
- Letters of support are OPTIONAL for this grant opportunity but must be uploaded by the deadline date. No more than TWO letters of support with original or digital signatures may be provided.** Letters of support from the applicant organization's Board of Directors will not be accepted; identical form letters are discouraged.
- Applicants who utilize a FISCAL SPONSOR** must include a letter signed by the Executive Leader of the Fiscal Sponsor organization indicating agreement to serve as the Fiscal Sponsor. An original or digital signature is required.
- IRS 501(c)(3) determination letter**
- 1st Page of Applicant Organization's Most Recent 990.** If 990 is not available, upload applicant organization's most recent audit or financial statement.

QUESTIONS

If you should have any questions regarding this form or TFEC grant opportunities, contact Jennifer Strechay, Program Officer for Community Investment, at jstrechay@tfec.org or 717-236-5040.