



Thank you for applying to the Greater Harrisburg 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 attach required documents will disqualify your application. **Answer all questions using information that applies to the project seeking support of grant funds.** Contact Jennifer Strechay, Program Offer for Community Investment, at jstrechay@tfec.org or 717-236-5040 with questions.

APPLICANT PROFILE

Applicant Organization Name

Capital Region Literacy Council

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

Joe Bedard, Chair, 717-579-6889

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

Applicant Organization's Physical Address

Click or tap here to enter text.

Applicant Organization's Address for Mailed Communications

P.O. Box 60723, Harrisburg, PA 17106-0723

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

Name, Title, Email, Phone of Contact Completing Application

Jeanne Predmore, Vice Chair, jpredmore18@gmail.com, 717-608-0974

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

Organization's Mission Statement

Our mission is to be a catalyst for enriching lives in the Capital Region by improving literacy skills through advocacy, education, and distribution of books.

Organization History (Do not exceed this page)

- A. Capital Region Literacy Council (CRLC) was founded by Mayor Stephen Reed, as the Harrisburg Mayor's Commission on Literacy in 1989 to promote the importance of early literacy in the Harrisburg School district and to help get books in the hands of children who may not have the opportunity to own a book of their own. The commission reorganized to become the Capital Region Literacy Council, and expanded our service area to cover the Capital Region. Today, our mission is to be a catalyst for enriching lives in the Capital Region by improving literacy skills through advocacy, education, and distribution of books. Since 2011, our primary focus has been focusing on Pre-K and elementary school children in low-income areas of the Capital Region. In 2017, we have partnered with Hamilton Health

Center to provide the “Reach Out and Read” program, a national program where children receive a free book at each well visit to promote literacy and establish a foundation for school success.

PROJECT PROFILE

Project Title

CRLC Great Book Adventure

Project Title must match title listed throughout application and online.

Project Areas of Focus

UPSTREAM GENERAL

Choose UPstream General if your project utilizes upstream strategies but is not principally centered upon the categories below. See the grant guidelines for additional detail.

UPSTREAM: FOCUS AREAS

Choose an UPstream Focus Area (if your project is principally centered upon one or more of the categories below). Please select only those area(s) that apply to this project. See the grant guidelines for additional detail.

<p>EDUCATION</p> <p><input type="checkbox"/> Programs & projects that focus upon or nurture access to early childhood education</p> <p><input checked="" type="checkbox"/> Education & development programs for children & youth</p> <p><input type="checkbox"/> Educational programs serving adults</p>	<p>ENVIRONMENT & PARKS</p> <p><input type="checkbox"/> Environmental stewardship</p> <p><input type="checkbox"/> Horticulture & the arts</p> <p><input type="checkbox"/> Health & environment</p> <p><input type="checkbox"/> Park beautification & improvement</p>
<p>HEALTH</p> <p><input type="checkbox"/> Health & human services</p> <p><input type="checkbox"/> Cancer awareness and/or research</p> <p><input type="checkbox"/> Dental care for those in need</p> <p><input type="checkbox"/> Health & human services</p> <p><input type="checkbox"/> HIV & AIDS</p> <p><input type="checkbox"/> Individuals with debilitating or terminal illness</p> <p><input type="checkbox"/> Individuals with intellectual disabilities</p> <p><input type="checkbox"/> Prevention of head and/or spinal cord injury</p> <p><input type="checkbox"/> Purchasing of devices that improve accessibility</p>	<p>HOMELESSNESS</p> <p><input type="checkbox"/> Homelessness & hunger</p>
<p>MENTAL HEALTH</p> <p><input type="checkbox"/> Counseling for children with terminally ill family members</p> <p><input type="checkbox"/> Guidance, counseling, or programming that includes guidance and/or counseling for youths</p> <p><input type="checkbox"/> Mental health</p>	<p>SENIORS</p> <p><input type="checkbox"/> Programs & projects serving older adults</p>
<p>COMMUNITIES OF FOCUS</p> <p><input type="checkbox"/> Disaster relief & human services that serve the communities of Lebanon City, PA and Cressona, PA</p> <p><input type="checkbox"/> Programs and projects that benefit residents of Millersburg, a borough of Dauphin County, PA</p> <p><input type="checkbox"/> Projects to enhance Camp Hill Borough parks provided by youth organizations such as Scout programs or other youth organizations; programs & projects that focus upon or nurture access to early childhood education within Camp Hill.</p>	

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

Cumberland Dauphin Franklin Lebanon Perry Northern York (Dillsburg Area)

Projected Number of Individuals to be served by project

13,550	Total number of ADULTS served
13,550	Total number of CHILDREN (ages 17 and under) served
13,550	Total number of ALL INDIVIDUALS served by the project

If above data is not appropriate to project, be sure to fully state the audience type and numbers to be served in Question 2 of the Impact Narrative.

PROJECT SNAPSHOT

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

Capital Region Literacy Council, along with our partners, creates a heightened excitement for literacy by fostering reading in family settings through our book distributions. We distribute books to early learning programs, families, health clinics, school districts, nonprofits, faith-based and community organizations. We offer families a starter library. With the distribution of books, we are helping to ensure children enter school ready to learn. Research shows reading to a child is the number one activity we can do to help a child be successful in school. BY promoting school readiness, we are helping to close the achievement gap for low-income children when they enter school. Our goal in the community is to help children overcome the poverty cycle by becoming life-long readers and learners propelling them into a new socio-economic status through educational opportunities opened up through literacy. Literacy Health is vital to be a successful and contributing member of our future community.

PROJECT NARRATIVE

Answer questions 2-10 clearly and concisely; no limit.

2. The GHCF UPstream grant opportunity seeks to improve our area communities by supporting existing or new “upstream” systems, interventions, programs, or projects that attempt to create positive social change by addressing a problem at its source rather than managing its “downstream” symptoms. Describe your proposed upstream project, the geographic area it will serve, and the audience to be served; state why this audience was selected. Include how/why your project is “upstream” and how your project is working to address a specific need or needs. You **MUST** use and complete the following statement within your answer, “Grant funds will be used to _____”.

Starter Library for Head Start Families: We provide starter family libraries for Head Start families in the Capital Region. CRLC purchases four high quality books for each family. The teachers distribute the books to families throughout the year at home visits. Providing the time and opportunity to model and explain to families the importance and impact that reading to their child has on their future success. To ensure that quality books are distributed, there is a panel consisting of: early education specialist, reading specialist, and curriculum/ instruction specialist that choose which books to purchase.

Fifth Grade Book Distribution: Since 2016, we have provided a copy of a teacher selected book to each fifth grader in Harrisburg and Steelton school districts. The teachers use the book as a unit and aligns the books with the PA Learning Standards, established by the Department of Education. Since the inception of using the books in 2016, both schools have incorporated the designated book into their curricular program. They focus on skills learned throughout the year in 5th grade and incorporated skills they would need to have in 6th grade, like working in cooperative groups with a strong focus on small group discussion. From 2016-2018 we provided the **Wonder Book** and **365 Days of Wonder**, in 2019 we provided the book **Crossover**, and in 2020 we provided the book **Bud, Not Buddy**. In 2021 the schools would like to use the book **Hoot**.

We have continued to provide a designated book to these school districts to ensure that each student receives their own copy of the book. Under current school budgets, Harrisburg School and Steelton school districts are unable to provide a copy of the book to each child. The students would have to share or rotate books between classrooms. Some schools and classrooms may not have the opportunity to participate. Instead of just a select

school receiving the books, we felt it is important for all fifth graders to be have the opportunity to read this book and learn the valuable lessons portrayed in the books.

In addition to the valuable life lessons, they learn valuable study skills necessary for future educational success. Students are able to write and make notations in the books. If the students were sharing books, they would risk having torn or missing pages, which would diminish the skills and experience. As an added bonus, the children are so excited and thrilled to have a book of their own. For a majority of the children, this is the first hard copy and only book in their house. Again promoting the important role literacy plays in their lives and future success. They are also able to share the book with other family members.

Hamilton Health Reach, Out and Read Program: In 2017 we collaborated with Hamilton Health Center so they could participate in a national program “Reach Out and Read” to promote literacy. The purpose of the program is to provide a book to every child at each well visit to promote early literacy and build a foundation for school success. This is another way to help families build a family library. We provide the books for Hamilton Health Center to distribute to families. Hamilton Health Center serves low-income families. They have come to us, because the volume of books needed, they could not provide enough books for each child at every well visit. They have opened a facility in Perry County, where they will also incorporate this program.

Book Distributions: CRLC distributes books throughout the year to schools for family -churches, community events, and community organizations.

Accomplishments- CRLC has distributed over 462,000 books since 2004 to over 125 schools & organizations. From 2011-2018, 51,340 kids and their families received new books.

Project Goals: Our goal is to distribute books to the following:

Capital Area Head Start ages 3-5	1150 Children
Harrisburg School District K – 5 th Grade	4200 Children
Steelton Highspire School District K – 5 th Grade	700 children
Hamilton Health Center (birth -5 years old)	7500 Children

Our objectives for this these programs are to:

-Establish starter libraries for Head Start Families

- 5th grade skills that were covered were: vocabulary (with a strong emphasis of defining the words from the context), main ideas, summarizing, predicting, making real-life connections, writing journals, acting out favorite parts in small groups, writing out their favorite precepts and explaining the significance, writing fictional letters to the main characters, writing letters to the author, etc.

-Providing a book to every child at each well visit

Population and Geographic Area Served: Cumberland, Dauphin, and Perry Counties. Within our service area, 60-75% of our work is within the Harrisburg School District, which is low income. 100% of students in the Harrisburg and Steelton School District receive free breakfast and lunch and are designated as Title 1 schools. Title 1 schools are designated based on the percentage of low-income children within the school. Capital Area Head Start is another area of focus for CRLC. Families qualify for the program based on the established federal guidelines with income falling below the poverty line. CRLC serves the Head Start programs in the three counties stated above.

Grant funds will be used to purchase books to distribute to families participating in our four core programs. These programs and books will be distributed in Cumberland, Dauphin, and Perry counties.

DATES & LOCATIONS

3. When and where will the project take place? List dates and locations as appropriate in chronological order. State if provided dates/locations are confirmed, estimated, or to be determined.

In the Fall of 2020 a group of educators and community members will get together to pick out books for families for distribution. The group consists of educators, reading specialist, curriculum specialist and medical specialist working with the families.

-Fall books are purchased and shipped to CRLC for distribution.

-Winter 2021 deliver books to Head Start for staff to distribute to families during the 2020-21 school year.

-Winter 2021 deliver books to Hamilton Health Center locations to be distributed to children during well visits

-Winter 2021 deliver copy of designated book to Harrisburg and Steelton School Districts

ROLES & RESPONSIBILITIES

4. Does the project involve partnerships, collaborations, service, or affiliations with other organizations that will strengthen the project? If so, LIST their name(s) and corresponding role(s) within the categories below OR if this does not apply to you, state why your project is best positioned for success as a single organization.

SINGLE ORGANIZATION STATEMENT: [Click or tap here to enter text.](#)

PARTNERSHIPS: *We are equally invested in providing this project and success is dependent upon all organizations and shared roles although one entity serves as the applicant for this grant. Our application includes a letter from each partner that states their role in this relationship.*

[Click or tap here to enter text.](#)

COLLABORATIONS: *We are working with other organizations to make this project happen, but we serve as the lead organization for this grant opportunity and our project success is enriched by, but not dependent upon, our collaborators. An additional letter is NOT required, but may help the application.*

Capital Area Head Start, Harrisburg School District, Steelton Highspire School District, Hamilton Health Center

SERVICE: *Our project will serve these organizations and cannot take place without their commitment to accept service. Our application includes a letter from each organization (this includes schools) that states their intent to participate.*

[Click or tap here to enter text.](#)

AFFILIATIONS: *Our project may be affiliated with these organizations in some way, but is not 100% dependent upon their participation. An additional letter is NOT needed.*

[Click or tap here to enter text.](#)

COMPARABLES

5. Are other organizations in your service area providing services that are similar to your proposed project? If yes, state their names or services and explain how your project differs. If no, state NA.

N/A

ASSESSMENT & IMPACT

6a. What will project success look like? Provide a brief overview of the project's key outcomes, outputs, and/or other results of success.

Through this project, CRLC will serve families by providing books for the family library, whether it is the first book in their family library or a first copy of a hard cover book a child owns. By introducing the families to a library of books, we are helping to establish a love for learning and to help close the achievement gap for children entering school. Research shows the number one activity you can do to help ensure a child is successful in school is to read to them. Unfortunately, we cannot give a different book for each day, but we can help to start their family on the right path.

For the fifth grade students, who will receive the designated book, the benefits will be to work on the designated skills: vocabulary (with a strong emphasis of defining the words from the context), main ideas, summarizing, predicting, making real-life connections, writing journals, acting out favorite parts in small groups, writing out their favorite precepts and explaining the significance, writing fictional letters to the main characters, writing letters to the author, etc. It is also to introduce them to skills they will need in sixth grade, like working in cooperative groups with a strong focus on small group discussion.

Here are our past outcomes:

- 2011 – 2019 Four books to each of the 1150 students @ Capital Area Head Start totaling over 40,000 great books
- 2015-2018 **WONDER** book – 5th graders received the WONDER over 16,000 WONDER books. The inspirational story (and now movie) prompted a Teacher/Librarian to email, “This is AWESOME! I have not seen such excitement over a book in a long time.”
- 2017-2020 Hamilton Health Center ~ Reach Out & Read is a national program where 0-5-year-olds receive a book from the medical staff during wellness visits. CRLC has provided over 10,000 books so far.
- 2018 Pinnacle Auxiliary sponsored 6000 copies of “Rock A Bye Baby Reader” with 8 nursery rhymes and instruction on reading to babies and reordered in 2020
- 2012-2019 Elementary students @ Harrisburg & Steel High School District classrooms receive books each year for students to take home and to supplement classroom libraries.
- Spring 2019 & 2020 Read Across America ~13,869 Dr. Seuss books to Harrisburg SD, Steel-High SD, Charter Schools and more, creating reading excitement for entire elementary schools.
- CRLC collaborates with Harrisburg/Steel High School District middle school students. 2013 -“Gifted Hands – The Dr. Ben Carson Story”.
2014 - “We Beat the Streets” ~ three teenagers made a pact to secure advanced degrees & return to make Newark a better community. 2018 –“Hidden Figures”, a story of three African-American women who were critical to NASA’s early space flights.
- CRLC & Share Kids Books deliver tens of thousands of free books to Harrisburg and Steel High School elementary & middle school for in-home & classroom libraries, literacy events & book giveaways where passionate literacy advocates promote reading and learning.
- 2012 - 2019 CRLC & Share Kids Books distribute 1000 - 1500 books per year @ Dauphin County Children & Youth Holiday event.
- 2009 - 2019 CRLC & Share Kids Books handed out 1000 - 1500 books for University Day@ Harrisburg Rotary’s Pancake Breakfast.
- 2014 - 2019 CRLC gave 400+ books to families @ The Estamos Unidos Holiday event at Harrisburg High School.

- CRLC supplies children's books for various requests by teachers and organizations totaling about 40 deliveries of 100 to 500 books each year including Boys & Girls Club, Success by Six, Perry County Literacy Council, Project Share, Toys for Tots, Area Schools & Shelters, Premier & Sylvan Charter Schools, Churches, Community Checkup Center, Neighborhood Center, Big Bros./Big Sisters, Volunteers of America, Holiday giveaways, Classrooms, Literacy events, Nate Gadsden events, PAL, Latino Hispanic American Center, YWCA, Altrusa, YMCA, Life Esteem, etc.

- 6b.** 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)?

For the Head Start families, Head start surveys the parents every year, and 91% of the families have said they have started reading at home to their children because of the books given to them by Head Start, which are provided by CRLC to promote family engagement. We will continue to collect data from the Head Start family surveys along with value statements from teachers and families. We will continue to count the number of books distributed to families.

For the fifth grade students, they send us thank you notes each year stating the impact the book has had on each of them. We will continue to read and use the students and teachers value statements related to the designated book they receive.

For the book distribution to Hamilton Health Center, we will count the number of books that are distributed on well visits.

FUNDING & SUPPORT

- 7.** If this proposal is not funded at the level requested, will you be able to implement the project as stated? Explain as needed.

Yes, we apply to several funders throughout the year every year to be able to do this project. This is an all volunteer organization and all money received goes to the books we purchase.

- 8.** This grant opportunity will not fund 100% of any project. Restate the amount you are seeking and describe other funding sources and amounts.

\$10,000, we will seek additional funds from other funders for the amount of \$37,500

- 9.** Did the applicant organization end its most recent fiscal year with a budget surplus or deficit? If so, briefly state the amount of the surplus or deficit and state how the surplus may be used (i.e. is it earmarked for another program) and/or how the deficit may be handled.

We had a surplus and bought additional books to be distributed to community organizations serving low income children.

ACCESS & INCLUSION

- 10.** 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.

We use organizations that serve low income families and do not discriminate. We also distribute books at community events and give a book to whatever children would like one.

Capital Region Literacy Council~ Board of Directors

Joe Bedard, Chair (Share Kids Books Founder & NAI CIR agent)
Jeanne Predmore, Vice Chair (TFEC Early Education Specialist)
Janel Leymeister, Treasurer (Conrad Siegel Actuaries, Partner)
Sue Smith, Secretary (Head Start – Director Childhood Development)
Debbie Hervitz, Retired Reading Coordinator - Harrisburg SD
Simone Heisey, Teacher - 5th grade Teacher – Steel High SD
Nate Gadsden, United Way Community Impact Director
Iris Brown, Teacher & Administrator – Harrisburg SD
Jeff Woodyard, OIC Executive Director
Jan Baumgardner, Teacher - York Haven Elementary School
Leann Cox, Retired Teacher – Consultant Steelton-Highspire SD
Marie Drazenovich – Middletown School District Elementary Principal

Capital Area Head Start



It takes a community to raise a child
Keystone Human Services

July 31, 2020

To Whom It May Concern:

On behalf of Capital Area Head Start, I am writing a letter of support for Capital Region Literacy Council (CRLC) .

Thank you for the opportunity, CRLC provides every Capital Area Head Start child and family with at least 4 new, quality books each year to read over and over at home.

Since 2008, CRLC has provided new relevant books to the children and families in our program. Dauphin County's support is instrumental in energizing teachers, students and families to focus on supporting literacy at home as well as at school. Our teachers and home visitors are very supportive of CRLC's Great Book Adventure and have been integral in making the books count with the children, who many times do not have books at home. Both children and parents enthusiastically receive the books which has stimulated their eagerness to read together as a family.

This simple yet effective educational program:

- 1) Supports Capital Area Head Start's commitment to fostering literacy in classrooms and homes
- 2) Establishes a delivery system where the children receive their own book(s) for home libraries.
- 3) Provides teachers and families reading sources separate from the Head Start curriculum.

Capital Area Head Start is excited about CRLC receiving funding so this valuable educational program continues to grow and enhance our student's "Literacy Health".

Sincerely,

Susan Smith
Early Childhood Director, Capital Area Head Start

3705 Elmwood Drive, Harrisburg, PA 17110 - Tel: 717.541.1795 Fax: 717.541.8226



www.keystonehumanservices.org

July 30, 2020

Dear Capital Region Literacy Board,

I continue to be a proud member of the Board and a teacher whose students greatly benefit from the mission of "...putting a book into the hands of every child." As a fifth-grade teacher who has spent the last 23 years teaching in urban schools in the Harrisburg and Steelton-Highspire school districts, I see, firsthand, the benefit of your quality selections for our children. Thanks to you and the donors for making reading a priority and helping me do my job as a Language Arts teacher more effectively.

Over the past years, I have supplemented my reading program with literature books to encourage silent reading. My classroom library is full and readily used by my students and it's stocked with an exciting assortment of varied genres. I give out books to my students as prizes or rewards and they often pick from my book closet for books to keep and take home. My districts, nor I, would ever be able to afford the amount of supplemental materials that your donors help make possible. Thank you.

Each year, I use a chapter book to read with my students and teach techniques for being a better reader. The CRLC has donated brand new books for each fifth grader to own and write in. Annotating one's literature is a major comprehension technique where, as you read, you write symbols and comments (questioning, connecting, new words, favorite sentences, etc.) to aid your understanding of the passage. It keeps the student active in the process. I have seen a dramatic increase in comprehension and involvement in classroom discussions because of our use of books. Each fifth grader has received a copy of Wonder by RJ Palacio and this year we will be using Hoot by Carl Hiaasen. Additionally, I act as the liaison person in our building to disperse books a few times a year to all 800 students in our building, donated by the CRLC and donors and chosen based on grade level abilities and interests. My students and I are most grateful for your generosity. Thank you.

Sincerely,

Simone T. Heisey

Fifth Grade Teacher

Steelton-Highspire SD

2020 GREATER HARRISBURG COMMUNITY FOUNDATION UPSTREAM 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.

- | | | | |
|-------------------------------------|------------------------|---------------|----------------------------------|
| <input type="checkbox"/> | President/CEO | _____ | Click or tap here to enter text. |
| | | Ink Signature | Digital Signature |
| <input checked="" type="checkbox"/> | Board President | _____ | Joseph Bedard |
| | | Ink Signature | Digital Signature |

REQUIRED ATTACHMENTS TO BE UPLOADED & SUBMITTED BY 4PM ON 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 Profile, Project Profile, Project 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.
- ONE, TWO, or THREE letters of support with original or digital signatures. Applicants may submit the number of letters that will best support their application.** Letters of support from the applicant organization's Board of Directors will not be accepted. Identical form letters are discouraged. A minimum of ONE letter of support is REQUIRED for this grant opportunity regardless of response to Question 4.
- If you have indicated PARTNERSHIP with or SERVICE to other Agencies as stated in Question 4, you must upload letters with original or digital signatures documenting the relationship.** A letter of partnership or service may also serve as a letter of support if support is expressly stated.
- 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 to meet this requirement.

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.