



**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](mailto:jstrechay@tfec.org) with questions.

**APPLICANT SNAPSHOT**

**Applicant Organization Name**

Diakon Child, Family & 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**

Mark T. Pile, President & CEO, [pilet@diakon.org](mailto:pilet@diakon.org), 610-682-1262

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

**Applicant Organization's Physical Address**

571 Mountain Road, Boiling Springs, PA 17007

**Applicant Organization's Address for Mailed Communications**

Attn: Tammy McCrae 1018 North Union Street, Middletown, PA 17057

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

**Name, Title, Email, Phone of Contact Completing Application**

Tammy McCrae, Grants and Development Officer, [mccraet@diakon.org](mailto:mccraet@diakon.org), 717 795-0456

*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** Employability and Life Skill Training

*Project Title must match title listed throughout application and online*

### APPLICANT ORGANIZATION MISSION STATEMENT

To love the neighbor through acts of service

### PROJECT SNAPSHOT

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

Diakon Youth Services specializes in second chances for youth who have made a mistake in life. The Employability and Life Skills Training Program offers students the opportunity to gain the knowledge and experience necessary to make healthier decisions. This results in improved academic performance and sets them up to succeed in both school and work.

The program offers instruction in evidence-based programs that address anger management, drug use, life skills, and employment - factoring in both soft skills and hands-on work experience. Upon program completion, students will improve their behavior, academics and school attendance. They will also have the skills necessary to obtain and maintain jobs.

### 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.

Diakon Youth Services, a program of Diakon Child, Family & Community Ministries, provides alternatives to detention for youth who have made a mistake in life. Community-based programs include the Center Point Day School (an alternative school setting with instruction provided by the Capital Area Intermediate Unit), Bridge (a one-on-one case management and mentoring program), the Weekend Alternative Program (a program run Friday-Sunday with evidence-based curriculum for at-risk youth), and various other evidence-based and evidence-informed programs to help youth who have made a mistake in life gain the skills and knowledge they need to make healthier decisions.

Grant funds will be used to provide employability and life skills training for students participating in the Center Point Day School. This training will be held either on the Diakon Wilderness Center Campus in Boiling Springs or online, depending on the social distancing recommendations in place for schools due to COVID-19. The

curriculum includes 44 hours of instruction through six different subject areas: anger management, drug and alcohol education/refusal skills, life skills training, and three different vocational training topics in media, horticulture and culinary. The evidence-based programs that inform these topics include Aggression Replacement Training, Project Toward No Drug Abuse, Pennsylvania Academic and Technical Training (PACTT) and Motivational Interviewing.

Students spend their school day in the Center Point program and will receive the life skills and employability training through elective courses throughout the week from Diakon instructors. Diakon will contract with Music Producer Jose Rios who will teach the students the ins and outs of monetizing internet media content. Horticulture training will be provided by Kim Patten, Director of the Diakon Wilderness Center Greenhouse and Native Plants Nursery. Chef David Crowther, Director of Dining at the Diakon Wilderness Center, will provide culinary training to include ServSafe instruction and certification.

Participants in the Center Point Program are from Cumberland and surrounding counties. Referrals are made through the school districts, and the counties' Offices of Children, Youth and Families, and Juvenile Probation Offices. Class sizes will include approximately five to 10 youth. Academic instruction is provided by the Capital Area Intermediate Unit teachers. However, the employability and vocational instruction is provided by Diakon counselors/instructors.

### **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.

The total project budget is \$2,680 and we are requested \$1,700 of that budget from the Benjamin Franklin Fund. The balance of \$980 will be funded through Educational Improvement Tax Credit income.

Budget items include a \$400 consultant fee for the media instruction, \$600 for culinary food and supplies and the balance is for staff time for program instruction. Program administration, facility costs and zoom licenses in the event that we need to resume online instruction are absorbed in Diakon's general operating budget and are provided in kind.

If this project is not funded at the level requested, Diakon will turn to other fundraising resources or reduce the amount of programming provided to the youth to meet the budget available.

### **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)?

The youth who participate in the Diakon Center Point program often do not thrive in a traditional school setting. They struggle with behavior issues, truancy, and are often behind in school credits. Therefore, program success would include improvements in behavior, truancy and grades.

Diakon uses a level system to track behavior and academic improvements. The program also tracks truancy on a daily, weekly and monthly basis. Individual student records will be used to track the following outcomes:

1. 70% of students (10 out of 15) who complete the employability and lifeskill instruction will increase their level rating by at least one level at the conclusion of the instruction.
2. 70% of students (10 out of 15) who complete the employability and lifeskill instruction will improve their school attendance record.

Another goal for this program is to improve the employability of participating students. The following outputs and outcomes will demonstrate success toward this goal:

1. Up to 15 students will obtain hands-on work experience through the horticulture, culinary and/or media programs.
2. 33% of participating students (5 of 15) who successfully complete the program will obtain employment. Note: not all participating students will yet be old enough to work.

#### **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.

Diakon does not discriminate and provides services through all of its programs regardless of gender, age, race, ethnicity, national origin, range of abilities, sexual orientation, and socio-economic status.

It is well documented that minority groups are over represented in the juvenile justice system. As a result, many students in the Center Point program are from minority groups. In addition, many students are from low-income families.

## BUDGET WORKSHEET

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

| ITEM OR SERVICE<br><i>Examples include: Contracted Services, Equipment, Personnel, Supplies; list your own as appropriate.</i> | DESCRIPTION OF ITEM OR SERVICE             | REQUESTED GRANT FUNDS<br><i>List where funds sought through this grant opportunity will be applied.</i> | OTHER FUNDING SOURCES<br><i>List the names and amounts of all other funding sources.</i> | PENDING, COMMITTED, OR RECEIVED<br><i>Using a P, C, or R, indicate the status of all funding sources.</i> | \$ TOTALS<br><i>Add across to provide a total for each row. Total columns as indicated in bottom row.</i> |
|--|--|---|--|---|---|
| Consultation Fees  | Media class instruction                    | \$200   | EITC, \$200  | C   | <b>\$400</b>  |
| Supplies   | Food and supplies for culinary instruction | \$300   | EITC, \$300  | C   | <b>\$600</b>  |
| Personnel Time   | Program instruction                        | \$1200  | EITC, 480  |   | <b>\$1680</b>   |
|  |  | \$  |  |   | <b>\$</b>   |
|  |  | \$  |  |   | <b>\$</b>   |
|  |  | \$  |  |   | <b>\$</b>   |
|  |  | \$  |  |   | <b>\$</b>   |
|  |  | \$  |  |   | <b>\$</b>   |
|  |  | \$  |  |   | <b>\$</b>   |
|  |  | \$  |  |   | <b>\$</b>   |
| <b>TOTALS</b>  |  | <b>\$1700</b><br><b>Total:<br/>Requested<br/>Grant Funds</b>  | <b>\$980</b><br><b>Total:<br/>Other<br/>Funding<br/>Sources</b>                          |   | <b>\$2680</b><br><b>PROJECT<br/>TOTAL</b>   |


**Diakon Child, Family and Community Ministries  
2020 Board of Directors**

| <b>Board Member</b>     | <b>Group Represented by Member (if any)</b>   | <b>Date Term Expires</b> |
|-------------------------|---|--------------------------|
| Jonathan Andrews        | Attorney, McNees Wallace & Nurick LLC   | 2021                     |
| Maurice Bobst           | Retired Real Estate and Investment Manager  | 2022                     |
| Emried Cole             | Attorney; Seminary official   | 2022                     |
| Ron Dreese              | Financial Advisor   | 2022                     |
| Katrina Klettke Straker | Director for Development & Communications, International Orthodox Christian Charities | 2020                     |
| Christopher Markley     | Vice President, Insurance Communications  | 2021                     |
| Kenneth Mertz           | Financial Advisor   | 2022                     |
| Laurie Saltzgeber       | Attorney, Saltzgeber & Boyle  | 2020                     |
| John Spangler           | Retired Clergy  | 2021                     |
| Rebecca Young           | Attorney, King, Spry, Herman, Freund & Faul, LLC                                      | 2021                     |

**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

Mark T. Pile

Digital Signature

**Board President**

  
\_\_\_\_\_  
Ink Signature  
Signature

Emried Cole

Digital

**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](mailto:jstrechay@tfec.org) or 717-236-5040.