

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

Healthy Steps Diaper Bank

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

Amanda Barnes, Executive Director, abarnes@healthystepsdiaperbank.com, 717-919-2590

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

Applicant Organization's Physical Address

5 Pleasant View Drive, Mechanicsburg, PA 17050

Applicant Organization's Address for Mailed Communications

4075 Linglestown Road, PMB #229, Harrisburg, PA 17112

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

Name, Title, Email, Phone of Contact Completing Application

Amanda Barnes, Executive Director, abarnes@healthystepsdiaperbank.com, 717-919-2590

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 The Silent Crisis

Project Title must match title listed throughout application and online

APPLICANT ORGANIZATION MISSION STATEMENT

Healthy Steps Diaper Bank's mission is to provide diapers to families in need to keep children clean, dry, and healthy.

PROJECT SNAPSHOT

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

One out of three families struggle to buy diapers. Although Pennsylvania offers public assistance programs, such as Women Infants and Children (WIC) and food stamps, diapers cannot be obtained through either of these programs. Without a sufficient supply of diapers, parents are forced to keep their babies in diapers longer than is healthy for a child or even reuse diapers while suffering from the quiet shame of not being able to meet their child's basic needs. Healthy Steps Diaper Bank collects diapers year-round through purchases, diaper drives, and donations. Then, through partnerships with local social service agencies, the diapers are distributed free of charge to families. Our target population encompasses low-income families and children from all races and backgrounds who need diapers within Cumberland, Dauphin, Lancaster, Perry, and York counties. In FY2019-2020, we provided through our normal distribution 378,946 diapers to 1,569 unique children who were part of 1,249 families. In addition, we distributed 68,505 diapers through emergency partnerships and a Diaper Drive Through to help families in need during the COVID-19 pandemic. Through both methods we distributed a total of 447,451 diapers in FY19-20.

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.

Healthy Steps Diaper Bank has been a reliable resource for the community since our founding in 2013 and we continue to offer diapers and hope to families. As a result of COVID-19, the number of families seeking support from our diaper bank has skyrocketed! Hoarding, loss of jobs, and shelter-in-place orders forced more families than ever to turn to our nonprofit diaper bank for help. In FY 18-19 we distributed 294,355 diapers while in FY 19-20 we distributed 447,451 diapers! That is a 52% increase!!!

Diaper need is a heartbreaking problem for families who are unable to purchase an adequate supply of diapers for their children. Some parents are forced to forgo employment or educational opportunities due to diaper need as most child care centers, even free and subsidized facilities, will turn away a child who arrives without a day's supply of disposable diapers. Without child care, parents cannot go to work or school and the child cannot participate in early childhood education programs. These missed opportunities are also detrimental to the children. Research has shown that children who participate in early childhood education programs are almost 3 times more likely to go on to higher education. While some may suggest cloth diapers as a way to address this issue, they are not a viable option for most low-income families. Cloth diapers are not accepted at

the vast majority of childcare centers. Also, most low-income families utilize public laundromats which do not allow cloth diapers to be laundered in their facilities.

At Healthy Steps we are helping parents with a basic necessity while meeting emotional needs within the family as well. According to a 2017 study conducted by the Yale School of Medicine, diaper need is a daily stressor that leads to maternal hardship and mental health struggles. During their study, they found a strong correlation between diaper need and the occurrence of maternal depression. The effect that diaper need can have on mothers can lead to babies who live in home environments with more tension, less nurturing, and an increased possibility of abuse. A 2013 study published in the Pediatrics Journal also found that high levels of stress and depression in a parent can be associated with a child's low achievement in school and mental health problems that can follow the child for a lifetime. The impact of diaper need is truly far reaching!

We are requesting a grant of \$750. Grant funds will be used to purchase diapers (\$250) and also to help with office expense (\$250) and warehouse expense (rent) (\$250) which are both vital to our program. While we will always need assistance with purchasing diapers, there are other aspects of our organization that we must also ensure are funded in order for us to be able to distribute our diapers.

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.

Healthy Steps Diaper Bank is requesting a grant of \$750 from the GHCF Benjamin Franklin Trust Fund. The remaining revenue for the fiscal year will come from general contributions, other grant opportunities, and from our annual fundraisers. This fiscal year we have received a commitment for \$3,000 from the Emergency Food and Shelter Program (EFSP) Local Board in Dauphin County. We also have the following grant requests pending for FY20-21: Martin M. Sacks Memorial Fund (\$1,000), Greater Harrisburg Foundation Upstream (\$5,000), The Fund for Women and Girls (\$20,000), the Children's Home Foundation Fund (\$2,000), and the Cumberland County Cares Act Fund (\$2,500).

If this proposal is not funded as requested, we will continue to operate our program to ensure that children in our community are clean, dry, and healthy with modifications as necessary.

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)?

Success will be:

- Increased number of children in Central PA who are clean, dry, and healthy
- Decreased parental stress due to diaper need
- Decreased worry about affording diapers
- Increased opportunities for caregivers and children as a result of receiving diapers
- Parents who feel confident in their ability to diaper their children in a healthy way

We collect basic information through our Partner Portal (online ordering system) which allows us to track the number of children served, number of families served, number of diapers distributed, and basic demographic information about the diaper recipients.

In July/August we ask every diaper recipient family to complete the annual Client Outcomes Survey. This provides information on the impact the free diapers from Healthy Steps has on the family. In the winter, we ask for stories and photos of the families who have benefited from our diapers.

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.

We work with a wide variety of family service organizations in Cumberland, Dauphin, Lancaster, Perry, and York counties who are providing valuable and different services to low-income families of all diversities to ensure that as many families as possible in Central PA have access to diapers. This structure recognizes that families who need diapers most likely could also benefit from other social services. These agencies have already qualified the families for need and together we are working toward “whole solutions”. The collaboration model also reduces transportation issues for the families as they are able to receive multiple services at one time and from a case manager or counselor who has formed a relationship with them.

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>
Office Expense	Office supplies, telephone, web hosting, payroll expenses, dues, Paypal fees, technology	\$250	6,750	P	\$7,000
Warehouse Expense	Rent paid to Mission Central	\$250	7,670	P	\$7,920
Distribution Expense	Bags, paper, plastic wrap, bins, labels, & items used to distribute the diapers	\$	1,800	P	\$1,800
Insurance	General Liability, Directors & Officers, & Workers Compensation	\$	1,700	P	\$1,700
Conferences & Trainings	Registration fees, transportation, & lodging	\$	500	P	\$500
Event Expense	Expenses for our annual Attitude of Gratitude fundraiser and any other fundraising events	\$	3,000	P	\$3,000
Diapers	Disposable diapers	\$250	14,750	P	\$15,000
Gift In Kind: Diapers Distributed	Diapers (\$90,000)	\$	94,800	P	\$94,800
Admin/Accounting	Admin/Accounting (\$4,800)				
Wages: Program & Admin	4 P/T wages (\$43,020)	\$	47,100	P	\$47,100
	Wage Taxes				

Wage Taxes	(\$4,080)				
TOTALS		\$750 Total: Requested Grant Funds	\$178,070 Total: Other Funding Sources		\$178,820 PROJECT TOTAL



4075 Linglestown Road, PMB #229 ❖ Harrisburg, PA 17112 ❖ EIN 61-1714375

Board of Directors 2020-2021

Susan Speese, President/Founder

Retired - VP of Finance & Human Resources - United Methodist Home for Children

Diana Juracka, Vice-President

Head Teacher, Saint Timothy Lutheran Church Pre-School

Sandra Gates, Secretary/Treasurer

Child and Adolescent Psychotherapist - Geisinger Holy Spirit Hospital
Mental Health Liaison – Keystone Human Services

Carla Miller, Director

5th Grade Teacher – Central Dauphin School District

Sharon Stepp, Vice-President

Retired - Legislative Benefits Specialist – BiPartisan Management Committee

Bill Thomas, Director

Co-Chair – Mid Atlantic Strategic Solutions

Matt Wendling, Director

Legislative Benefits Specialist – BiPartisan Management Committee

Connie Wilson, Director

Branch Manager III – Members 1st Federal Credit Union

Healthy Steps Diaper Bank Staff:

Executive Director – Amanda Barnes

Outreach Specialist – Rebecca Cason

Outreach Specialist – Erin Griffiths

Bookkeeper – Adrienne Speese

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.

<input checked="" type="checkbox"/>	President/CEO	_____	Amanda M. Barnes
		Ink Signature	Digital Signature
<input checked="" type="checkbox"/>	Board President	_____	Susan Speese
		Ink 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.