



Thank you for applying to the Martin M. Sacks Memorial Fund, a fund 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 717-236-5040 or [jstrechay@tfec.org](mailto: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.*

### **Project Title**

The Silent Crisis

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

### **Name, Title, Email, Phone of Executive Leader**

Amanda Barnes, Executive Director, [abarnes@healthystepsdiaperbank.com](mailto: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**

Mission Central, 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](mailto:abarnes@healthystepsdiaperbank.com), 717-919-2590

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

### **Areas to be served as part of the project; check all that apply**

City of Harrisburg    Immediate Surrounding Areas of the City of Harrisburg    Other

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

Cumberland    Dauphin    Perry

**Projected Number of Individuals to be served by project**

|              |   |
|--------------|---|
| <u>1,250</u> | Total number of ADULTS served                         |
| <u>1,550</u> | Total number of CHILDREN (ages 17 and under) served   |
| <u>2,800</u> | 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*

**Organization's Mission Statement:** Do not exceed this page

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

**Organization History:** Do not exceed this page

Healthy Steps Diaper Bank is a 501(c)(3) non-profit organization that was established on July 1, 2013 by Susan Speese. She started Healthy Steps after she read about the sobering effects of diaper need from the National Diaper Bank Network. Susan completed a needs assessment and found that diaper need in Central Pennsylvania was a silent crisis affecting hundreds of children in our community. Since we were founded, we have distributed over 1.6 million diapers in Central PA!

**Recent Grant History:** Do not exceed this page

Did you apply for and receive a grant from the Martin M. Sacks Memorial Fund in 2019?  Yes  No

If so, state the project's name, amount awarded, and describe the current status of the project that was awarded funds in 3-4 sentences or less. If "no" type NA.

Healthy Steps Diaper Bank received \$1,000 for the Silent Crisis. The grant funds were used as follows: \$150 for office expense, \$150 for warehouse expense, \$150 for insurance, and \$550 for diapers.

## 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

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

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 \_\_\_\_\_".

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 \$1,000. Grant funds will be used to purchase diapers (\$300) and also to help with office expenses (\$400) and wages (\$300) 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.

## **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.

Healthy Steps Diaper Bank is working diligently to end diaper need in Cumberland, Dauphin, Lancaster, Perry, and York counties. We collect diapers through purchases, diaper drives, and donations. Then, through partnerships with local social service agencies, the diapers are distributed free of charge to families to supplement what they are currently able to provide. In order for our partnering agencies to receive diapers for their families, they must submit diaper orders for each individual child on a bi-weekly or monthly basis. The agencies then come to Mission Central, located in Mechanicsburg, PA, during “Diaper Pick-Up”, which occur every other Tuesday, to receive the diapers. Case managers within the agencies then distribute the diapers to the families the next time they meet with them. This partnership structure recognizes that individuals and families who need diapers are also more likely to benefit from other social services. Our partners have already qualified the families for need and together we are working toward “whole” solutions while reducing transportation and time constraints. By taking this approach, we are able to address the problem and support the family creating the opportunity for healthier children who have their basic needs met.

## **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 would be 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.*

Healthy Steps Diaper Bank provides free diapers to low income families through our collaboration with local family service agencies. This collaborative structure recognizes that individuals and families who need diapers may also need other social services as well. These agencies have already qualified people for need and together we work towards whole solutions.

Our current partners are: Baby Love, Brethren Housing Association, Bridge of Hope, Capital Area Head Start, Capital Area Intermediate Unit ELECT Program, Carlisle Area Family Life Center, Catholic Charities – Immigration & Refugee Services, Central PA Family Support Services, Community Action Partnership,

Diakon Adoption & Foster Care, Family Promise Harrisburg, Gaudenzia, Geisinger Holy Spirit Maternal Assistance Program, Greater Harrisburg Healthy Start, Harrisburg School District ELECT Program, Love INC, Neighborhood Center, PA Elks Home Service, Peace Promise, Penn State Health – Maternal Fetal Medicine, Perry County Family Center, Pinkney’s Vineyard of Faith, Pinnacle Health Infant Development Program, Salvation Army in Carlisle – Pathways of Hope, Tri County Community Action, Tri-County OIC, and Volunteers of America – Supportive Services for Veteran Families. We are also currently talking with three agencies about possible partnerships.

**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.

Before we were founded, diapers were being provided by a few local agencies but only enough to cover emergency situations, usually around 10 diapers at a time per month. This was of grave concern as a baby/toddler can go through an average of 8-10 diapers a day depending on their age! What the families in the Central PA region had been receiving was not nearly enough to address the issue.

We currently serve families in Dauphin, Cumberland, Lancaster, Perry, and York counties. Church groups, food pantries, and pregnancy centers in these counties may offer a limited supply of diapers but they frequently send their families to our organization for help as they do not have the supply or the ability to meet this need.

## 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.

- 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

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)?

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.

## **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.

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.

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

Healthy Steps Diaper Bank is requesting a grant of \$1,000 from the Martin M. Sacks Memorial 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 so far for FY20-21: the GHF Benjamin Franklin Trust Fund (\$750), 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).

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 how the surplus may be used (i.e. is it earmarked for another program) and/or how the deficit may be handled.

We ended the 2019-2020 fiscal year with a surplus of \$65,779.89 due to our inventory. Our surplus resulted from a truckload of 270,000 diapers from Huggies that we received in late May. Many of the diapers were still in our inventory on June 30, 2020 resulting in the large surplus.

By being a member of the National Diaper Bank Network, Healthy Steps has the opportunity to occasionally receive a truckload of diapers. The diapers are donated and Healthy Steps pays the administrative and transportation costs to receive them. This fiscal year was unique for us in that we received two truckloads. We received a truckload in September and then when the pandemic hit, Huggies made extra truckloads available to diaper banks who were frantically looking for diapers. The truckload that we received in May was primarily size 4 diapers, which was a size that we were having a hard time finding available for purchase through our normal channels. Unfortunately, the truckload did not help us with size 5s and size 6s that we will soon need to purchase. (We do not get to pick what is on the truck, but we are given an idea of what it contains before we commit to accepting it.)

We are incredibly grateful for Huggies' generosity and for the opportunity we had to received two truckload of diapers this past fiscal year. The diapers that were on the truckload and the other diapers that we have in our inventory are quickly being distributed to help children in need.

## **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 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<br><i>Examples include:<br/>Contracted Services,<br/>Equipment,<br/>Personnel, Supplies;<br/>list your own as appropriate.</i> | DESCRIPTION OF ITEM OR SERVICE  | REQUESTED GRANT FUNDS<br><i>Indicate where funds sought through this grant opportunity will be applied.</i> | OTHER FUNDING SOURCES<br><i>State 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> |
|--|---|---|---|---|---|
| Office Expense   | Office supplies, telephone, web hosting, payroll expenses, dues, Paypal fees, technology  | \$400   | 6,600   | P   | <b>\$7,000</b>  |
| Warehouse Expense  | Rent paid to Mission Central  | \$  | 7,920   | P   | <b>\$7,920</b>  |
| Distribution Expense   | Bags, paper, plastic wrap, bins, labels, & items used to distribute the diapers           | \$  | 1,800   | P   | <b>\$1,800</b>  |
| Insurance  | General Liability, Directors & Officers, and Workers Compensation                         | \$  | 1,700   | P   | <b>\$1,700</b>  |
| Conferences and Trainings  | Registration fees, transportation, & lodging  | \$  | 500   | P   | <b>\$500</b>  |
| Event Expense  | Expenses for our annual Attitude of Gratitude fundraiser and any other fundraising events | \$  | 3,000   | P   | <b>\$3,000</b>  |
| Diapers  | Disposable diapers  | \$300   | 14,700  | P   | <b>\$15,000</b>   |
| Gift In Kind:<br>Diapers Distributed<br>Admin/Accounting   | Diapers (\$90,000)<br>Admin/Accounting (\$4,800)  | \$  | 94,800  | P   | <b>\$94,800</b>   |
| Wages:<br>Program & Admin  | 4 P/T wages (\$43,020)  | \$300   | 46,800  | P   | <b>\$47,100</b>   |



|               |                         |   |   |  |  |
|---------------|-------------------------|---|---|--|--|
| Wage Taxes    | Wage taxes<br>(\$4,080) |   |   |  |  |
| <b>TOTALS</b> |                         | <b>\$1,000</b><br><b>Total:<br/>Requested<br/>Grant Funds</b> | <b>\$177,820</b><br><b>Total: Other<br/>Funding<br/>Sources</b> |  | <b>\$178,820</b><br><b>PROJECT<br/>TOTAL</b> |



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

5<sup>th</sup> Grade Teacher – Central Dauphin School District

**Sharon Stepp**, Vice-President

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**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 1<sup>st</sup> Federal Credit Union

### Healthy Steps Diaper Bank Staff:

Executive Director – Amanda Barnes

Outreach Specialist – Rebecca Cason

Outreach Specialist – Erin Griffiths

Bookkeeper – Adrienne Speese

## 2020 MARTIN M. SACKS MEMORIAL 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"/> | <b>President/CEO</b>   | _____         | Amanda Barnes     |
|                                     |                        | Ink Signature | Digital Signature |
| <input checked="" type="checkbox"/> | <b>Board President</b> | _____         | 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 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.
- No more than TWO letters of support with original or digital signatures. LETTERS OF SUPPORT ARE OPTIONAL FOR THIS GRANT OPPORTUNITY but must be received by the deadline date.** Letters of support from the applicant organization's Board of Directors will not be accepted. Identical form letters are discouraged.
- If you have indicated PARTNERSHIP with or SERVICE to other Agencies as stated in Question 4, you must include 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](mailto:jstrechay@tfec.org) or 717-236-5040.