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Grant # \_\_\_\_\_

Batch \_\_\_\_\_

App Complete:  Yes  No

**theFoundation**  
*for Enhancing Communities*

**CHILDREN'S HOME FOUNDATION FUND  
APPLICATION FOR FUNDING COVER PAGE**

A completed copy of this cover page must accompany all applications for funding directed to the Children's Home Foundation Fund, a fund of The Foundation for Enhancing Communities. **Please provide the following information in a narrative of five pages maximum, exclusive of attachments.** Completed applications may be mailed or hand delivered to the following addresses and must be received by—not postmarked by—4pm on the respective deadline date. MAILING ADDRESS: The Foundation for Enhancing Communities, PO Box 678, Harrisburg, PA 17108-0678. PHYSICAL ADDRESS: The Foundation for Enhancing Communities, 200 North 3rd Street, 8th Floor, Harrisburg, PA. Contact Jennifer Strechay, Program Offer for Community Investment, at [jstrechay@tfec.org](mailto:jstrechay@tfec.org) or 717-236-5040 with questions.

**Name of Organization** Joseph T. Simpson Library

**Name and Title of Executive Leader** Sue Erdman

**Mailing Address** 16 North Walnut Street, Mechanicsburg, PA 17055

**Telephone** 717-766-0171

**Website** [www.simpsonlibrary.org](http://www.simpsonlibrary.org)

**Name and Title of Contact** Jairee Counterman, Advancement, Library Foundation

**Email Address of Contact** [jcounterman@ccpa.net](mailto:jcounterman@ccpa.net)

**Amount of Funding Requested** \$5,000

**Purpose of Funding Request** Outreach to Cumberland Pointe

**Briefly describe your organization:**

- A. Mission, purpose, and history
- B. Service population and geographic area served, including demographics
- C. Current programs, activities, and accomplishments

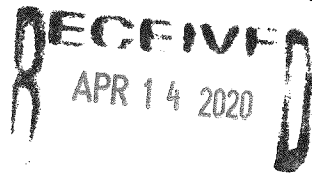
**Briefly describe the project for which you are requesting funding:**

- A. Project goals, objectives, and planned activities/events
- B. Project timetable and budget; *the project budget is separate from the organization budget*
- C. Constituency served or targeted population
- D. Other funding sources and amounts
- E. Project benefits and anticipated results
- F. Description of how project differs from similar projects in geographic area served.

**Additional Information Required:**

- A. List of your current Board of Directors
- B. Copy of your organization's current budget AND first page of the organization's 990. *If 990 is not available, provide applicant organization's most recent audit or financial statement.*
- C. Copy of your 501(c) (3) Letter or proof of application
- D. Copy of your registration with the Pennsylvania Bureau of Charitable Organizations

E. While Letters of Support are NOT REQUIRED for this grant opportunity, they may be submitted with your grant materials. *If your project represents a partnership or is 100% dependent upon participation by an organization presented in your application, please provide a letter from each organization that confirms their agreement to participate in the project.*



**Joseph T. Simpson Public Library**

**16 North Walnut Street**

**Mechanicsburg, PA 17055-3362**

Phone: (717) 766-0171

Fax: (717) 766-0152

Cumberland County Library System

[www.simpsonlibrary.org](http://www.simpsonlibrary.org)

April 13, 2020

Jennifer Strechay, Program Officer for Community Investment  
The Foundation for Enhancing Communities  
PO Box 678  
Harrisburg, PA 17108-0678

Dear Ms. Strechay:

Thank you for the opportunity to apply to the Children's Home Foundation Fund, a fund of the Foundation for Enhancing Communities, for support to enhance and expand library services to at-risk and underserved youth living in the Cumberland Pointe Housing Project, a low-income housing facility serving a large percentage of English-Language Learners, primarily Somalian.

Our completed Cover Page and Required Attachments are included with this letter, and our narrative is as follows:

**Organization Mission, Purpose, & History:**

Mission: Joseph T. Simpson Public Library is a community center for learning and leisure.

Purpose: Joseph T. Simpson Library serves the community with these core values: (1) Lifelong Learning: Providing comprehensive services, programs, and collections that encourage educational and intellectual development throughout people's lives and providing opportunities for discovery in settings that are stimulating and engaging in support of literacy and lifelong learning. (2) Community: Providing a welcoming environment for people and groups to gather and interact with others and experience learning opportunities. (3) Service: Providing and delivering excellent service to all by staff who are friendly, knowledgeable, helpful, and approachable. (4) Access: Providing access to a wide range of viewpoints, opinions, and ideas, so that all individuals have the opportunity to become lifelong learners who are informed, literate, educated, and culturally enriched.

History: The Mechanicsburg Area Public Library was founded in 1961 and was located at 26 West Simpson Street in half of a double house. In 1962, the Library purchased the former Church of the Brethren and moved to 51 West Simpson Street. In 1965, the Children's Library opened in the lower level of the Simpson Street facility. In 1969, the Library purchased the church's former parsonage at 209 South Frederick Street. Over the years, Simpson Library has continued to move and grow until purchasing its current location, the former Home and Hearth Craft Store, in 1994. A 1.2 million dollar capital campaign was



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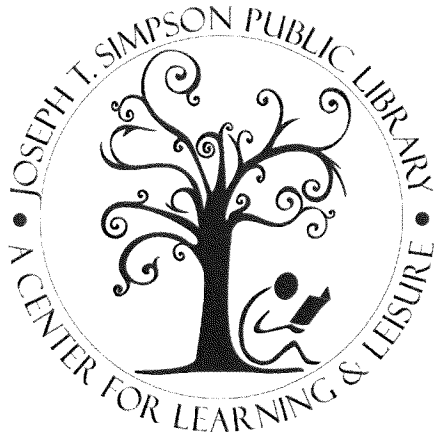
launched in 1995 to fund the new Library and construction began in April 1996. On December 26, 1996 Mechanicsburg Area Public Library opened the doors to the newly renovated building and began a new era of providing quality library service to the Mechanicsburg Community.

In 2001 an adjacent parking lot was purchased and provided an additional 50 parking spaces. A naming gift of \$500,000 was secured on January 7, 2003 from the Helen M. and Joseph T. Simpson Foundation which changed the name of the Mechanicsburg Area Public Library to the Joseph T. Simpson Public Library. At the end of 2003, just over \$1.3M was raised with this capital campaign. In March 2004, the renovations to the library were completed - finishing the Upper Level which now provides a quiet reading area with a variety of books for adults and teens along with several computers was completed.

**Service population and geography area served, inc. demographics:** Simpson Library serves 26,520 active library cardholders residing in the boroughs of Mechanicsburg, and Shiremanstown, PA, and the adjacent communities of Monroe, Upper Allen, and Silver Spring townships as well as other residents of those communities and children from Mechanicsburg and Cumberland Valley School Districts. The Outreach to Cumberland Pointe program is geared specifically for children and youth who reside in the 113-unit affordable housing complex near Simpson Library.

**Current programs, activities, and accomplishments:** Simpson Library is accredited by the Pennsylvania Association of Non-profit Organizations. Simpson Library currently offers these services and programs:

- WiFi access
- Computers with high-speed internet, office software, and a printer
- eBooks and eAudiobooks
- Online databases
- WiFi hotspots to borrow
- Educational, recreational, and summer learning programs for all ages
- Early literacy classes for our youngest patrons
- Computer and research help
- Intergenerational programs for learning and leisure
- Regular and large print books
- Magazine and newspapers
- DVDs, music, and video games
- Personalized book and movie recommendations
- Comfortable seating areas
- Quiet study areas
- Launchpad learning tablets



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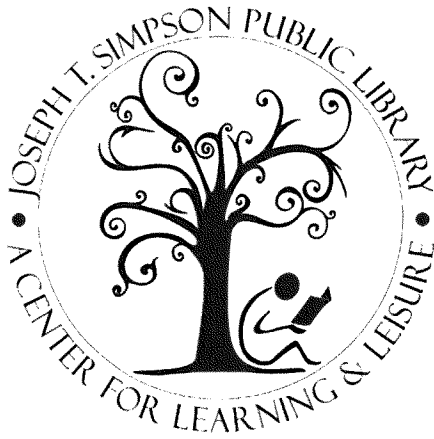
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- Rhyme Time
- Toddler Time
- Story Time
- Family Story Time
- STEM Club
- Tutor.com
- Homeschool Book Discussion Club
- American Girl Club
- Kindergarten Club
- Kindergarten Readiness Class
- English Conversation Group
- 3rd Monday Night Book Club
- Tabletop Games for Adults
- Tea and Stitches
- 3rd Wednesday SciFi Book Club
- 4th Wednesday Apple Users' Support Group
- 4th Wednesday Yoga for Seniors & Beginners
- Thursday American Mah Jongg
- 3rd Thursday Morning Book Club
- 1st Tuesday Tween Scene
- 1st Thursday Teen Game Night
- 3rd Thursday Word Craft
- 2nd & 4th Friday After Hours Dungeons and Dragons
- 5th Friday—Join us for a fun evening with various activities to choose from. Movies, videos, games, crafts, and snacks!
- SimCon
- Summer Learning Kickoff
- Summer Learning Challenge
- Run for Reading
- Bowling for Books
- Family Fall Festival

**Project goals, objectives, and planned activities:**

**Goals:** facilitate development of literacy, independent living, and civic responsibility skills for at-risk children and teens living at Cumberland Pointe

**Objectives:** (1) enable at least 3 children/month to secure their own library card (2) participation of at least 100 children and teens in Summer Learning Program (and other organized programs) (3) increase independent use of library services



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**Planned Activities:** (1) Library Card Application "Contest" – applications provided to Cumberland Pointe with incentives for returned, completed applications (2) Targeted promotion of Summer Learning and other programs to Cumberland Pointe residents (3) Focused hospitality to known Cumberland Pointe library visitors while they are on site

### **Project timetable & budget:**

**Timetable:** Outreach to Cumberland Pointe is an ongoing, year-round project. Program statistics are kept and reported by calendar year.

**Budget:** The total cost for our outreach initiatives to Cumberland Pointe is \$7,500 per year, including salary & benefits for program staff who plan, deliver, and review programming.

**Constituency served or targeted population:** Outreach to Cumberland Pointe serves the children and families who live in the nearby, 113-unit affordable housing complex called Cumberland Pointe. One of the "pockets of poverty" in our service area, families in Cumberland Pointe tend to be headed by single parents (usually the mother) with several preschool and school-age children in their care. Many are English-Language Learners, whose first language is Somali. There are limited affordable afterschool and summer programs in the area, so Simpson Library sees large numbers of children and families from the Pointe and strives to introduce them to and engage them in the free positive resources provided by the Library.

**Other funding and amounts:** Adopt A Summer Child Campaign (individuals): \$2,500

**Project benefits and anticipated results:** Benefits of the Outreach to Cumberland Pointe project include introducing low-income and at-risk children and youth to the free programs and services offered by Simpson Library, thereby leveling the playing field and providing free, accessible opportunities for otherwise disadvantaged youth. Anticipated results include encouraging Cumberland Pointe children and youth to secure and use their own library cards, increased registration for and attendance at Summer Learning Program and other literacy programs, and increased independent visits to the library outside of formal program time.

**Description of how project differs from similar projects in geographic area served:** to the best of our knowledge, this is the only library/literacy program specifically targeted to children and teens living at Cumberland Pointe.



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Again, we thank you for the opportunity to apply for funding to engage our low-income and at-risk neighbors residing in Cumberland Pointe with programs and services that will increase literacy and thereby help them lift themselves out of poverty.

Sincerely,

Jairee A. Counterterman, M.Ed.

Advancement, Cumberland County Library System Foundation

- Enc:
- (1) Cover Sheet
  - (2) Board of Directors list
  - (3) Budget
  - (4) First page of 990
  - (5) Copy of 501(c)(3)
  - (6) BCCO registration exemption explanation

C: Sue Erdman, Director, Joseph T. Simpson Public Library

Joseph T. Simpson Public Library  
2019-2020 Board of Trustees

The Joseph T. Simpson Public Library is governed by a 12-member board of trustees. Board members serve as community volunteers, overseeing the library's budget, strategic direction, and overall service delivery. Each board member serves a three-year term and is elected by the Board of Trustees.

Officers:

Rev. Glen Osborn - President

Cindy Mortzfeldt - Vice President

Jim Van Kirk - Treasurer

Judy Souleret - Secretary

Jonathan Williams - Assistant Treasurer

Marilyn Zywiec - Assistant Secretary

Trustees:

Karen Cochran, Nick Johnson, Leah Roshetar, Patricia B. Sanker, Ed.D., Patricia Vance, Donna Weldon, and Earnie Zimmerman

Lillian Eakin (Emeritus)

Sue Erdman, Executive Director



<b>2020 Budget ADOPTED November 26, 2019</b>	<b>2020 Adopted</b>
<b>INCOME</b>	
Donations, AmazonSmile	275
Donations, General	14,000
Donations, #Giving Day	500
Donations, Memorials/Honor	2,500
Donations, EITC	10,000
Donations, Olivia Straub Fund	3,500
Donations, Service Clubs	3,500
Donations, Thrivent	400
Donations, United Way	3,500
Fees, Copier	3,200
Fees, Internet Printing	6,000
Fees, Materials Lost & Paid SIM	7,000
Fees, Materials Lost & Paid Othr	800
Fees, Meeting Room	500
Fees, Test Proctoring	700
Fees, Overdues	38,000
Friends Contribution	43,000
Friends Cr.Cd. Reimbursement	250
Fundraising-Adopt a Summer Learner	5,000
Fundraising-Annual Appeal	30,000
Fundraising-Annual Appeal - Business	200
Fundraising-Cents for Simpson	5,000
Fundraising-Community Aid	500
Fundraising-Booksale - Ongoing	4,000
Fundraising-Online Auction w/Friends	20,000
Fundraising-Bowling for Books	8,000
Fundraising-Merchandise - Taxed	1,000
Fundraising-Merchandise - Untaxed	200
Fundraising-Program Sponsorships	8,000
Fundraising-Run for Reading	12,000
Fundraising-Simpson Celebrity	500
Fundraising-Simpson Signature Selections	17,000
Govt-CCLS Tax	601,815
Govt-Mechanicsburg School District	8,000
Govt. Municipal	36,750
Govt. State Aid	163,291
Grants-Mechanicsburg Area Foundation	4,011
Grants-CCLS Foundation - EITC	2,500
Interest Income	1,500
<b>TOTAL INCOME</b>	<b>1,066,617</b>

<b>2020 Budget ADOPTED November 26, 2019</b>	<b>2020 Adopted</b>
<b>EXPENSE</b>	
<b>Audit</b>	10,000
<b>Computer/Software Maintenance</b>	2,000
<b>Computer/Software Purchases</b>	3,500
<b>Continuing Education</b>	3,000
<b>Dues &amp; Memberships</b>	3,700
<b>Facility Rental</b>	1,000
<b>Fees, Background Reports</b>	1,500
<b>Fees, Debt Collect</b>	1,700
<b>Fees, Merchant Fees</b>	3,000
<b>Freight</b>	300
<b>Fundraising-Adopt a Summer Learner</b>	2,000
<b>Fundraising-Annual Appeal</b>	7,000
<b>Fundraising-Annual Appeal Business</b>	50
<b>Fundraising-Bookmarks</b>	200
<b>Fundraising-Bowling for Books</b>	500
<b>Consulting Services (previously called Fundraising - Consultant)</b>	3,000
<b>Fundraising-Run for Reading</b>	3,000
<b>Fundraising-Online Auction w/Friends</b>	3,600
<b>Fundraising-Simpson Signature Selections</b>	2,200
<b>Furniture &amp; Equipment</b>	3,800
<b>Grant-Mechanicsburg Area Foundation</b>	4,011
<b>Grant-CCLS Foundation - EITC</b>	2,500
<b>Insurance</b>	18,000
<b>Maintenance - Buildings</b>	26,031
<b>Maintenance - Contracts</b>	16,500
<b>Maintenance - Grounds</b>	4,000
<b>Maintenance - Snow Removal</b>	10,000
<b>Collection-Audiovisual, Adult</b>	19,000
<b>Collection-Audiovisual, Children's</b>	5,000
<b>Collection-Audiovisual, Video Games</b>	2,500
<b>Collection-Books, Adult</b>	44,000
<b>Collection-Books, Children's</b>	21,000
<b>Collection-Books, Electronic (Overdrive)</b>	12,500
<b>Collection-Books, Teen</b>	3,322
<b>Collection-Books, Reference</b>	2,000
<b>Collection-Internet Connection Hot spots</b>	8,020
<b>Collection-Periodicals/Newspapers, Serials</b>	9,100
<b>Collection-Library Supplies</b>	1,100

<b>2020 Budget ADOPTED November 26, 2019</b>	<b>2020 Adopted</b>
Misc - Credit Card Reimbursement	11,000
Misc-Lost & Paid Other Libraries	800
Payroll Service	5,400
Postage	3,000
Printing	7,000
Programming Adult	7,000
Programming Children	7,000
Programming Teen	2,800
Programming - EITC	10,000
Public Relations	8,219
Salaries - Employee Salaries	582,065
Salaries - Life Insurance	852
Salaries - Medical Insurance	45,500
Salaries - FICA Tax	48,028
Salaries - Unemployment Comp Tax	4,358
Sales Tax	1,100
Supplies - Office Supplies	4,000
Supplies - Paper/Printer Toner	3,700
Telephone	3,800
Travel	3,200
Utilities - Electric	28,000
Utilities - Gas	1,000
Utilities - Stormwater Fees	4,000
Utilities - Water	2,700
xTransfer to Reserve	8,461
<b>TOTAL EXPENSE</b>	<b>1,066,617</b>
<b>INCOME/EXPENSE</b>	<b>0</b>