

# Mechanicsburg Area Community Foundation Advisory Committee Meeting Agenda

January 21, 2021

ZOOM

<https://us02web.zoom.us/j/83439739595?pwd=b0lTbVNGL252SE1TSTExb2poc1pOZz09>

Meeting ID: 834 3973 9595    Passcode: 424249

Find your local number: <https://us02web.zoom.us/u/kbw5Iz3P5b>

## I. Call to Order & Welcome

## II. New Business

- A. Council on Foundations annual review for meeting requirements
- B. Financial review
- C. 2017-2021 Strategic Plan
  - a. 2020 Work plan with updates ( attached)
  - b. 2021 goal setting
    - a. Prospective donors and professional advisors identification (attached)
- B. TFEC Centennial – MACF component
  - Time capsule
  - Gift to community

## III. Committee Reports

- 1. Publicity- Annual Report/Brochure 2021 –Ms. Erdman
- 2. Outreach Ad Hoc Committee-presentation and ideas for locations? (John & Pat)
- 3. Chamber updates
- 4. Reception Ad Hoc Committee- 2021
- 5. Nominating Committee – John Anthony
  - a) Updated term limits ( attached)
  - b) New member consideration updates

## IV. TFEC Report via Consent Agenda (attached)

- A. Minutes from October 1, 2020 (attached)
- B. Governance- annual forms requirement ( attached)
- C. Communications
- D. Grants
- E. Early Education
- F. Scholarships
- G. Events for 2021 (attached)
- H. Consent Agenda Vote **ACTION**

## V. 2021 Meetings and Important Dates

January 21, 2021

April 22, 2021

July 15, 2021

September 30, 2021- grantmaking meeting

Grantee reception- live or virtual

## VI. Adjournment

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### MACF Advisory Committee Members:

Patti Herring, Chair

Murrel Walters, Vice Chair

John Anthony

Amy Bockis

Sue Erdman

Pat Ferris

Dale Flor

Shawn Greenland

Mark Leidy

Susanna Reppert-Brill

John Petrie

Gary Weber

Linda Willis

### TFEC Staff:

Jennifer Doyle

Andrea Iguina

Heather LaManna

Here is the link to the Mechanicsburg Area Community Foundation Dropbox.

Please feel free to submit any and all suggestions, photos, PDF materials, etc. that you would like to have submitted into the time capsule.

These suggestions will be reviewed by the committee at a later date for final approval.

Anyone that has access to this link is able to drop information in so please be careful with whom it is shared.

<https://www.dropbox.com/MACF>



When you shop at [smile.amazon.com](https://smile.amazon.com), Amazon donates.

SUPPORT TFEC's Fund for the Future- serving nonprofits in our 5 county footprint!

## REGIONAL FOUNDATION AFFILIATION AGREEMENT

This AGREEMENT between THE GREATER HARRISBURG FOUNDATION, a Pennsylvania nonprofit corporation and community foundation, hereinafter referred to as "GHF" and the MECHANICSBURG AREA FOUNDATION, hereinafter referred to as "MAF".

### 1. BACKGROUND

A. GHF is exempt from federal income taxation pursuant to Section 501(c)(3) of the Internal Revenue Code of 1986 hereinafter referred to as "Code". Gifts to it are deductible under Sections 170(c), 2055(a) and 2522 of the Code, and it is classified as a publicly supported community foundation under Section 509(a)(1) and 170(b)(1)(A)(vi) of the Code.

B. GHF has specific provisions in its By-laws concerning Regional Foundations.

C. The organizing committee of MAF wanted to establish a community foundation like GHF in the Greater Mechanicsburg area, Cumberland County, Pennsylvania, but realized that a community foundation to begin operations must have the same administration as a \$20,000,000 community foundation and became a regional foundation of GHF when it was in trust form under oral or written agreements which are inconsistent with the specific Regional Foundation provisions in the GHF By-laws.

D. Because GHF's federal tax exemption and the deductibility of contributions to it are based in large part on provisions in its By-laws, the GHF By-laws must be controlling in any situation where there is an inconsistency between those Bylaws and this Agreement and any By-laws of a Regional Foundation.

E. As a matter of uniformity and fairness, GHF Regional Foundations should all operate under an affiliation agreement in substantially the same form setting forth the benefits and obligations of being a Regional Foundation so as to maximize cooperation and minimize misunderstandings between GHF and its Regional Foundations.

F. GHF is willing to provide the administration to MAF as a Regional Foundation of GHF in accordance with Article XII of the GHF By-laws.

G. MAF is willing to proceed in accordance with Article XII.

NOW THEREFORE GHF and MAF, a standing advisory committee of GHF, intending to be bound, agree as follows:

1. Establishment as a Component and Regional Foundation

With this Agreement, MAF is established as a component of GHF, specifically to be a Regional Foundation in accordance with Article XII of the GHF By-laws, a copy of which is attached and incorporated herein. MAF shall be a Regional Foundation for all Funds established at GHF or to be established while this Agreement is in force by persons living in or for the benefit of persons or entities in the greater Mechanicsburg area, Cumberland County, Pennsylvania, unless otherwise requested by the donor (“MAF/GHF Funds”). MAF/GHF Funds shall be considered components of MAF and GHF.

2. MAF as GHF Advisory Committee

A. Advising. Those persons formerly designated Directors of MAF and now Advisors under the GHF By-laws, (“Advisors”), shall advise the Directors of GHF (“GHF Directors”), as to grants of income and/or principal of unrestricted and area of interest MAF/GHF Funds. The Advisors understand that the GHF Directors will not be bound by the advice offered by the Advisors.

B. Advising Guidelines. In advising the GHF Directors, the Advisors shall consider only corporations associations or political subdivisions described in Section 170(c)(1) or (2)(b) of the Code or the corresponding provisions of regulations promulgated under any future United States Revenue law as eligible recipients for grants from MAF/GHF Funds.

C. Fund Raising. The Advisors are expected to initiate donor contacts and assist the GHF staff in developing donor contacts into donors of MAF/GHF Funds or special projects for GHF to sponsor referred to in Section 4(c).

3. GHF Obligations

A. Fund Raising. GHF shall also initiate donor contact and develop donor contacts into donors of MAF/GHF Funds or special projects for GHF to sponsor referred to in Section 4(c).

B. Staff Representative Attendance. A GHF staff representative shall attend all official meetings of the Advisors and any MAF committees in the capacity of MAF Secretary and Treasurer, giving meeting notices, taking minutes, giving financial reports, and proposing grants. (MAF Advisors and MAF committees may meet informally without a GHF staff representative, but, to insure that all MAF actions are in accordance with the GHF By-laws, no action of Advisors or MAF committees may be taken except at an official meeting of Advisors or MAF committees at which a GHF staff representative is in attendance in the capacity of MAF Secretary and Treasurer.)

C. Books and Records. GHF, acting as Secretary of MAF, shall keep minutes of the meetings of the Advisors, the original Affiliation Agreement and these Bylaws, including all amendments. GHF, acting as Treasurer of MAF, shall also keep appropriate, complete and accurate books or records of account of the MAF/GHF Funds. The records of MAF shall be kept at GHF offices and shall be available to any Director of MAF during normal business hours on reasonable notice.

D. Annual Report. GHF shall present annually to the Advisors a report showing in appropriate detail the changes in market value of each of the MAF/GHF Funds during the year immediately preceding the date of the report. Such a report shall detail the changes due to contributions or to market value of the underlying securities and shall show the fees charged to each Fund and the expenses charged to the MAF Administrative Fund, more particularly described in Section 4(B) below. This report shall be filed with the books and records of MAF.

#### 4. GHF Fees

A. Fund Fees. For its services in investing and administering MAF/GHF Funds, GHF shall charge applicable financial management/investment fees and administrative fees to those Funds. GHF reserves the right to change its fees on April 1 upon three (3) months notice sent before the preceding December 31 to MAF and consultation with MAF.

B. Reimbursement or Additional Fees. Any additional charges directly attributable to MAF, such as the time and mileage of GHF staff expended in providing the services described in Sections 3(B), 3 (C) and 3(D) not part of GHF staff normal work for GHF in that regard, printing of brochures, letterhead or the like, shall be directly reimbursable by MAF to GHF from an MAF Administrative Fund held by GHF. The Advisors shall be responsible for the adequacy of the MAF Administrative Fund to make the reimbursements. Alternatively, GHF shall increase the administrative fees of MAF/GHF Funds described in Section 4(A) to cover all or part of these expenses. GHF reserves

the right to change any additional administrative fees on April 1 upon three (3) months notice sent before the preceding December 31 to MAF and consultation with MAF.

C. Special Projects. Administrative fees of GHF for special projects for MAF, such as additional reports, shall be negotiated prior to the beginning of those projects. Such fees shall then be included in separate MAF/GHF project agreements.

## 5. Spin Off

Notwithstanding any of the above, anytime after five (5) years from the date of establishment of MAF as a Regional Foundation of GHF under this Agreement or a prior written or oral agreement, whichever is earlier, MAF/GHF Funds shall be distributable to MAF, subject to the approval of the Orphans' Court Division of the Cumberland County Court of Common Pleas, where applicable, upon the occurrence of the following conditions:

i. The assets of MAF/GHF Funds have a market value of more than \$1,601,526.00.

ii. MAF has received a determination letter from the Internal Revenue Service to the effect that 1) MAF is a community foundation, as described in Reg. 1.170A-9(e)(11) or the corresponding provisions of regulations promulgated under any future United States Revenue law and 2) that the distribution by GHF of the assets of MAF/GHF Funds to MAF will not jeopardize the status of GHF as a community foundation, as described in Reg. 1.170A-9(e)(11) or the corresponding provisions of regulations promulgated under any future United States Revenue law; and

iii. MAF requests in writing that GHF distribute the assets of MAF/GHF Funds to MAF.

## 6. EFFECTIVE DATE

A. The Effective date of this Agreement shall be March 1, 2004.

## 7. PRECEDENCE

In the event of any inconsistency arising between any provision of this Agreement and the GHF By-laws, the GHF By-laws shall control. In the event of any inconsistency arising between any provision of this Agreement and any provision of AMAF Bylaws, this Agreement shall control.

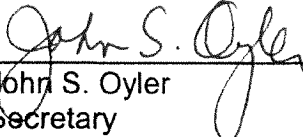
8. PRIOR AGREEMENTS

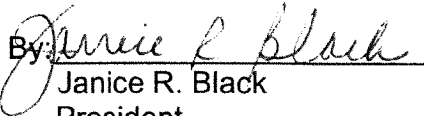
A. This Agreement shall supercede and cancel any oral or written agreements between MAF and GHF.

IN WITNESS WHEREOF, The Greater Harrisburg Foundation and the Mechanicsburg Area Foundation have executed this Agreement.

ATTEST:


THE GREATER HARRISBURG FOUNDATION

  
\_\_\_\_\_  
John S. Oyler  
Secretary

By:   
\_\_\_\_\_  
Janice R. Black  
President

MECHANICSBURG AREA FOUNDATION

\_\_\_\_\_

By:   
\_\_\_\_\_  
Foster Berkheimer  
Chairman







# MECHANICSBURG AREA COMMUNITY FOUNDATION

## Strategic Plan 2020 Work Plan

### GOALS:

1. Raise \$10,000 of unrestricted funds in the Mechanicsburg Community Fund
  - Restaurant nights, other fundraisers, grantee reception **there were no fundraisers this year outside of general solicitation through the website and annual report, social media posts, etc.**
  - **Crowd Funding- website- thermometer**
2. Establish 3 new funds **no new funds established this year**
3. Raise the visibility of the Mechanicsburg Area Community Foundation — specifically scholarships, Community Fund and grant impact, fund opportunities.
  - a. Use of current brochure and 2019 report card **ongoing**
  - b. Build email database **ongoing**
    - Flyers, ads, etc. in Chamber newsletters and other promotional opportunities **Some paid opportunities were taken advantage of throughout the year per MACF approval and free opportunities were as well. Additionally TFEC team members sent updates to the Chamber for inclusion in their materials on a regular basis through the year. A virtual presentation was done at the Chamber on the Fund for Women & Girls and general TFEC-MACF information**
  - c. Explore video opportunities to share the impact of MACF grants within the community and use as part of presentations, etc.
4. Donor engagement with current fundholders

MACF advisory committee members will engage with current MACF Fundholders of all funds except agency and scholarship funds that have active/living fundholders with 2 scripted messages to steward their relationship with MACF and encourage them to continue to contribute through their Fund. Engagement will be handwritten notes using the Franklin County designs of the TFEC

Centennial notecards. MACF Administrative Fund will purchase the cards that will be used which will specifically be the Jubilee Day prints.

Cards were mailed to members who had assigned fundholders. Scripts were provided and updated and sent as well as were reminders.

SUCCESS? FEEDBACK ?

5. Events:

- Host 2020 Mechanicsburg Area Community Foundation Grantee Reception- expand invitation list in a more targeted manner so as to cultivate possible new Fundholders  
Event was held virtually and was very successful- there wasn't a huge push for new people to attend as the event was modified and shortened to accommodate the virtual platform and climate.

6. Speaking engagements: Rotary Clubs, Chamber opportunities, Estate Planning Councils, service clubs, etc.

- a. February 25 presentation with Chamber on CSR **successful**
- b. Have a table at the Borough event on August 8<sup>th</sup> in conjunction with TFEC's Centennial **cancelled due to COVID**
- c. Have a table at the Wildcat Foundation November 17 in conjunction with TFEC's Centennial **cancelled due to COVID**
- d. Possibly have a presence at Jubilee Day June 18<sup>th</sup> in conjunction with TFEC's Centennial **cancelled due to COVID**
- e. Murrel Walters- bar association opportunity
- f. Joint event June 17<sup>th</sup> with Murrel Walters –Simpson Library on estate planning and opportunities through MACF **successful- done virtually**
- g. John Anthony- realtors group and financial planners group opportunities

GOAL: 4

Fundholder/donor and professional advisor prospect identification –continue conversations with all advisory committee members to identify potential new fundholders and donors as well as to identify professional advisors to meet with. **No new PAs or donors were identified from the committee**

7. Plan "Days in Mechanicsburg" cultivating/meeting with prospective donors/professional advisors

GOAL: 3-4 **No dates held due to COVID**

8. Seek new Advisory Committee members as needed for terms ending 2020 and as needed using the new matrix to ensure adequate diversity **3 new members brought on in 2020**

**The Foundation for Enhancing Communities  
Business Development Prospects**

Date	Contact Name	Contact Information (mailing address, telephone #, email)
<b>Nonprofit Organizations, Foundations, Corporations interested in a Management Agreement</b>		
<b>Scholarship Services: Banks or School Districts which could use TFEC's Services</b>		
<b>Fund Prospects (individuals, families, Corporations, Service Clubs, Private Foundations)</b>		
<b>Planned Giving Prospects (individuals, families)</b>		
<b>Nonprofit Organizations or Citizen Groups interested in becoming a Project</b>		
<b>Professional Advisors (CPAs, Attorneys, Wealth Advisors, etc.)</b>		



## MACF Advisory Committee Membership

Last Name	First Name	2021 forms	2020 new								
			Resp. (1x)	2012	2013	2014	2015	2016	2017	2018	2019
Anthony	John							X	X	X	X
Bockis	Amy										
Erdman	Sue										X
Ferris	Pat							X	X	X **	X *
Flor	Dale							X	X	X	X
Greenland	Shawn										
Herring	Patti					X	X	X	X	X	X
Leidy	Mark										X
Petrie	John									X	X
Reppert	Susanna										
Walters	Murrel							X	X	X	X
Weber	Gary								X	X	X
Willis	Linda										

term extension

d=disclosure

c-confidentiality

acr= advisory committee responsibilities (begins 1x only Jan 2020)

electronic materials

paper materials

\*Chair \*\* Vice-Chair

Terms are 3 years. Members may serve 2 consecutive terms prior to rotating off for a minimum one year before being eligible to return to serve again

### Past advisory committee members

Greenawalt	Mike			X	X	X	X	X	off		
Kuhns	Parker			X	X	X	X	X	X	off	
Eberly	Tita			X	X	X	X	X	X	off	
Malpezzi	Mike					X	X	X	X	X	X
Mohler-Humes	Linda			X	X	X	X	X	X	off	
Carey	Bob								X	X	X
* Christ	Scott				X	X	X	X	X	X	off
Laufer	Holly									X	X
VanDrew	Alan				X	X	X	X	X	X	off

Nauss	Anna May									X	X
Zimmerman	Earnie				X	X	X	X	X	X	off
Souder	Jeanne										X
Collins	Leslie						X	X	X	X	X

Emeritus Members:

Foster Berkheimer    David Coover

Charles E. Shields, Sr.

Possible New members:

Kyle Miller	Layne Lebo	Jason Mangus
Cindy Schmidt maybe in 2020	Jaqueline Hower	Bob Buhrig
Matt Witmer	Rhonda Lawrence	Michelle Zettlemoyer
Kathy Ludwig	Scott Heintzleman	Leslie Trump
Greg Longwell	Ran Singiser	Annie Standley
Jim Geedy	Dr. Don Nardis	

Updated on 11/19/20

2020	2021	2022	2023	2024
X	X	off		
X	X	X		
X	X			
X *	X	off		
X	X	off		
	X	X	X	
X	X*	X*	x*	off
X	X			
X	X	X	X	off
	X	X	X	
X	X**	X**	X**	off
X	X	X		
	X	X	X	

off		
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resigned Sept 2017

X	off			
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X	off			
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X	X	resigned 8/26/2019		
X	off			







# MECHANICSBURG AREA COMMUNITY FOUNDATION

## Consent Agenda

January 21, 2021

The following items are attached for review and approval via consent agenda at the January 21, 2021 Mechanicsburg Area Community Foundation advisory committee meeting:

- Approval of Minutes from October 1, 2020 (attached)
- General TFEC news

TFEC's team has been working predominantly remotely since the middle of March under the Governor's direction in light of the COVID19 pandemic. We too, like all community organizations have had to make accommodations and cancel events, etc. but have been very fortunate to continue to be able to provide services and support to the area. We began implementing phased-in in office hours for all staff and will continue that modified schedule paired with remote working through April 2021. In addition, TFEC has determined that no live in-person meetings or events will be hosted or participated in for the time being.

We have postponed most of our Centennial anniversary activities and campaigns and will officially re-launch our anniversary year beginning September 2020 and continue through September 2021; with the Gala tentatively scheduled for 9/18/21. We continue to work on partnership with the United Way of the Capital Region on the COVID 19 Community Response Fund. We have been keeping everyone apprised of the Fund and its activity by sharing the press releases after each round of grantmaking. TFEC is also having conversations with various community sectors to understand the current needs of the community and the concerns for the future as things continue to begin to operationalize the "new normal". We are exploring community capacity building opportunities and have continued our contract with Helix Strategies following the nonprofit COVID survey that was conducted recently. We are planning some things that will address what we learned in the survey as capacity building opportunities for local nonprofits. We have been providing monthly updates to the Mechanicsburg chamber to make them aware of the COVID19 grant funding and other general TFEC news as well.

Staffing transitions! We have had some change here at TFEC over the last several months- which brings the exciting opportunity for growth !

- We welcomed Michael Blymier as the Marketing & Communications Associate as we said goodbye to Allison Brubaker on November 30, 2020.
- We promoted Andrea Iguina-Perez into the Interim Program Officer for Community Investment role as we also said goodbye to Jennifer Strechay on November 30, 2020.
- We will be welcoming McLane Lydell into the role of Community Investment Associate on January 18, 2021.
- We will be welcoming Ashlee Morley into the role of Scholarship Associate on January 19, 2021.
- Governance
  - Term limits are included in meeting materials

○ Communications

- <https://www.tfec.org/mafcommunityfund/>

\*This is your fundraising page for this year- for the Mechanicsburg Area Community Fund; it had been updated with the new goal for 2020 of \$10,000. Gifts are secure through Paypal and of course, tax deductible. The gifts to this Fund to date are: \$1,135.00

- MACF Annual Reports/Brochures! We still have 2020 copies available — please let us know if you would like some for use within the community or to share with others! These are great for raising the visibility of MACF in the community.
- 2020 Report Cards will soon be available for dissemination to share the impact of MACF within the County. Copies will be available upon request -please use this (it is being updated as well to include some additional graphics and the like) to share the stories of MACF impact and encourage folks to partner to support their community by giving to the Community Fund.
- TFEC 2020 Annual Reports are in the works and scheduled to be mailed by the end of March. This is the 2<sup>nd</sup> in a series of 3 Annual Reports for the centennial year.
- TFEC is trying to highlight our corporate social responsibility services to businesses that are looking to create a charitable giving program- this is a huge opportunity for growth for us. Please consider sharing this information with corporations that you might be affiliated with or otherwise encounter that might benefit from this? More information can be found here:  
<https://www.tfec.org/donors/corporate-social-responsibility/>

Additionally, with corporate social responsibility options TFEC offers a Corporate Hardship Fund. Please consider sharing this information with corporations that you might be affiliated with or otherwise encounter that might benefit from creating a fund that would support their employees during times of hardship. More information can be found on the Hardship Fund landing page.

<https://www.tfec.org/hardship-fund/>

- TFEC is expanding our Linked In presence. This is one of the main platforms for the Hardship Campaign and also the main place we connect with new Professional Advisors. Please consider connecting with TFEC team members and TFEC as an organization (as well as designating yourself as a volunteer) on Linked In. We are going to be sharing thought leadership content and would love for you to share it within your network.
- TFEC's Brand awareness campaign is in progress but has been put on hold so a bit more research can be done in a few areas prior to finalization and launch.
- TFEC is now hosting a blog on our website ! We will be pushing out content from here and our individual Linked In profiles to TFEC's Linked In page- please share this information within your networks.
- Additional marketing plans are being created that will work us towards creation of a comprehensive TFEC marketing plan as we move forward. This will be accompanied by a Communications dashboard as well.

○ TFEC Early Education Initiative Report:

Advisory Committee: The Early Education Advisory Committee met virtually on October 6. Due to the ongoing and long term impact of COVID-19, committee members discussed the ways organizations have been responsive to local and regional needs around early education, with a highlight on Head Start Programs in the TFEC service area. The committee will again meet virtually on January 12. Staff continue to

move the objectives of the advisory committee forward. The goals determined in alignment with TFEC's Strategic Plan include:

### **Trauma Informed Community**

Foster trauma informed education, practices, and resiliency resources that impact a child's ability to grow up happy, healthy, and safe.

- In response to the COVID-19 pandemic, TFEC launched an online Early Education Resource Center on April 1. It provides resources on educating children at home, coping with mental health issues during times of uncertainty, and resources on becoming a trauma informed community. Early Education Staff work closely with the Communications Department to add relevant and frequently changing resources to the center for parents, teachers and child care providers. Visit [www.tfec.org/early-education-resoure-center](http://www.tfec.org/early-education-resoure-center) for more information.
- TFEC launched a Trauma Informed Training Support Grant in October 2019. During Quarter 1 and 2 (the first Phase of the Train the Trainer series) training plans halted due to the stay at home orders and social distancing requirements. In the second half of 2020 Champion organizations offered virtual training options and were able to utilize \$2,500 in training support offered by TFEC. Virtual training dates in 2020 include: 7/8, 7/20, 8/13, 8/18, 9/16, 9/24, and 10/19.
- Staff continue to participate in the Communities Practicing Resiliency group in Harrisburg.

### **School Readiness**

Empower caregivers, connect educators, and deepen resources that help children enter school ready to learn.

- ⑩ The Early Learning Conference committee met on October 13, November 10, December 9 and January 6 to plan a virtual 2021 event. The event will be on March 15-18; 2 sessions released per day, with all sessions available over the weekend, March 19-21. The committee will continue to meet bi-monthly.
- ⑩ The Early Education Resource Center hosts school readiness tip sheets. Infant, toddler and preschool tip sheets, all aligned with Pennsylvania Learning Standards, are available for parents, teachers and child care providers. The activities are simple and easy to do at home. Activities are featured on TFEC's social media platforms.
- ⑩ In place of its regularly held quarterly Early Childhood Engagement Group meetings, the Early Education Initiative was pleased to introduce a new Town Hall format in spring 2020. Designed to virtually encompass the TFEC's five and half county service region, and carried out via ZOOM, the goal of this meeting series is to bring school district teachers and administrators, child care providers, preschool teachers, and community organizations together to discuss current Early Education topics and needs facing our region during this challenging time. Since the pandemic began in March, five meetings have been held, taking place on May 28, June 17, August 25, October 8, and December 8. Each meeting consists of updates from the Office of Child Development and Education, the PA Key, and local child development programs. The following topics have been discussed:
  - Safely Re-Opening Early Childhood Centers
  - A Director's Experience in Operating an Early Childhood Center During COVID-19
  - Executive Director's Experience in Operating Multiple Early Child Development Centers During COVID-19
  - Community Outreach efforts made by the Early Learning Resource Center

- Review of Safety Regulations for Child Care Centers and Preschool Programs
  - Federal Cares Act updates
  - Procedures for reporting COVID 19 cases and closing protocols
  - Using a hybrid model in a school district and a report of successes and failures
  - Overview of a center working with two districts, one hybrid and one using in person instruction.
  - Office of Child Development and Early Learning listening session: In preparation for developing Pennsylvania's next plan, OCDEL recorded stakeholder input around what is working, what is challenging and what child care providers think should be Pennsylvania's priorities for Child Care Works (CCW) moving forward
- ⑩ The Early Education Staff serve on three First 10 Community planning teams; two in Lebanon County and one in Cumberland County. The First 10 philosophy is to support schools and communities that are working to improve teaching, learning, and care throughout the first decade of children's lives. First 10 initiatives bring together school districts, elementary schools, and early childhood programs to improve education and care for young children and their families. Teams meet virtually every two weeks or every month to continue the development of a First 10 Plan for the community.
- ⑩ Early Childhood Engagement Group meetings are held in each county quarterly to discuss early education and filling gaps for those that receive no services at all. Meetings held in 2020 were as follows:
- Cumberland County- "Success by 6" met on 1/15, 5/13, 5/20, 7/15, 9/16, 11/18
  - Dauphin County met on 3/11, 4/21, 5/13, 6/17, 9/23, 12/14
  - Lebanon County met on 1/29, 5/27, 8/13, 9/30
  - Franklin County met on 1/17, 4/24, 5/21, 6/25, 8/6, 10/22, 11/19, 12/17
  - Perry County met on 5/28
- TFEC staff continue to participate in the Dauphin County Early Learning Collaborative.
  - TFEC offered Early Education Scholarships for families in Dauphin, Cumberland, Perry, Franklin, Lebanon and Northern York counties this quarter. The scholarship provides opportunities to eligible Pre-K students ages 3 to 5 years old to attend a quality early learning center or preschool program located in TFEC's service area. Students must be enrolled or plan to enroll in an early learning center or preschool program that has been identified as a quality program by TFEC and that provides a minimum of two hours of instructional and developmental activities per day. Preference was given to children who will be 5 years old and eligible to enroll in kindergarten in 2021. The team met to review scholarship applications on September 15, and awarded \$11,100 to five families.
  - TFEC continues to work with the following school districts in order to increase kindergarten registration and readiness: Central Dauphin School District, Susquehanna Township School District, Waynesboro Area School District, Chambersburg Area School District, Carlisle Area School District, South Middleton School District, West Perry School District, Cornwall-Lebanon School District and Lebanon School District.

Fuel cross-sector collaboratives that recognize early learning as crucial to the development of a future ready workforce.

- The Early Education Specialists continue to serve on the Future of Work, Innovation, and Entrepreneurship Team within the ENGINE of Central PA Ecosystem. The idea of STEM Learning Ecosystems is to provide the architecture for cross-sector learning. It offers young people access to STEM-rich learning environments so they can develop important skills and engagement in science, technology, engineering and math throughout Pre-k —16, aligning to workforce development needs.
- TFEC staff also continue to serve on the Cradle to Career Alliance. The objective of this alliance is to create a collaborative in which to share ideas and efforts to: develop regional best practices, provide a diverse forum for innovation, reduce duplication of efforts, leverage resources as feasible, provide equity through economies of scale, and provide a common platform for collaboration and alignment of workforce needs. Staff serve on the Education and Community Sector subcommittees.

Prepared By: by Leslie Fick, Early Education Specialist

- Grants

## REPORTING

- **SAVE THE DATE**

The 2021 Fall MACF Grantmaking Meeting will take place on Thursday, September 30, 2021.

- **2021 GRANT INFORMATION**

The 2021 MACF grant application and guidelines will be posted on April 1, 2021 and will close on August 1, 2021. Applicants will be notified of their grant status on or before Dec 1, 2021. Proposed projects may take place at any time during the grant year beginning January 1, 2022-December 31, 2022.

- **IMPACT IN PROGRESS**

**All MACF 2020 grantee projects are now underway and grantee projects may take place at any time during the grant year of January 1, 2021 — December 31, 2021.** Grantees will provide a final evaluation within 30 days of the completion of their grant year and will be submitted on or before February 1, 2022. All grantees understand that reporting may also take place at any time prior to this deadline and upon completion of the grant program.

- **GRANTEE UPDATE**

*Joseph T. Simpson Public Library was approved a 6 month extension until, June 30, 2021, for the 2019 program Simpson ELL, due to COVID-19.*

*Please Live, Inc. was approved a 6 month extension, until June 30, 2021, for the 2019 program STOMP: Student/Teen Outreach for Mental (Illness) Prevention, due to COVID-19.*

## MOST RECENT GRANTMAKING

**In 2020, Mechanicsburg Area Community Foundation awarded a total of \$74,976 to fourteen organizations:**

- Big Brothers-Big Sisters of the Capital Region, Inc. - \$3,750.00 for Bigs In Blue Youth Mentoring in the Mechanicsburg Area.
- Capital Area Girls on the Run - \$4,215.00 for Girls on the Run MASD and CVSD.
- Capital Area Head Start, a division of Keystone Partnership - \$5,000.00 for Capital Area Head Start: Educational, Health and Emergency Resources.

- Community CARES - \$3,048.00 for Cumberland Street Reach-Mechanicsburg.
- Employment Skills Center - \$5,800.00 for Nurse Aide Training and Employment Program for Mechanicsburg Residents.
- Homeland Hospice - \$7,200.00 for In Home Relief Program.
- Hospice of Central Pennsylvania - \$7,200.00 for Complementary Therapies.
- Joseph T. Simpson Public Library - \$10,000.00 for School Readiness & Enhancement Programs.
- Junior Achievement of South Central PA, Inc. - \$7,200.00 for Junior Achievement Programs in the Mechanicsburg Area.
- Messiah Lifeways at Messiah Village - \$4,867.00 for Snelbaker Music Therapy Program.
- New Hope Ministries, Inc. - \$7,000.00 for Meeting the needs of low-income Mechanicsburg residents.
- PennCares - \$5,096.00 for Ageless Grace & Older Adults and Grandparents Raising Grandchildren Mini Series Program.
- Pennsylvania Society for Biomedical Research - \$1,000.00 for Mobile Biomedical Science Program for Middle School Students in Mechanicsburg.
- The Arc of Cumberland and Perry Counties - \$3,600.00 for "Water Sesame": Delivering Touchless Technology to CIT.

Prepared by: Andrea Iguina-Pérez, Interim Program Officer for Community Investment

- Scholarships
  - The 2021-2020 scholarship season has officially begun. Online applications are open, and students are beginning to apply. Our first scholarship deadline is March 1 – the Pennsylvania House of Representatives Scholarship. Once this deadline passes, the season will really begin to pick up, with several opportunities having a March 15 or an April 1 deadline.
  - In preparation for the new season, our Scholarship Team is coordinating virtual meetings with high school counselors in Cumberland County including Mechanicsburg Area Senior High School to review the application processes and remind them of scholarship opportunities specific to their students.
  - In total for 2020, Mechanicsburg Area Foundation scholarship funds granted \$59,968.00 as scholarships.
    - 2019: \$61,709.50
    - 2018: \$71,022.00
    - 2017: \$75,556.00
    - 2016: \$47,764.00
  - Of the new scholarship opportunities that are granting for the first time in 2021, Mechanicsburg Area students may be eligible for:
  - **Big 33 Academic Scholarship Fund (March 1 Deadline)** supports students in Pennsylvania who are planning to attend a technical school or accredited college or university following high school graduation. Eligible students must maintain a grade point average of 2.0 during their sophomore and junior year of high school. Students must be high school seniors at a public or private school in Pennsylvania. (Multiple winners / up to \$2,000 each)
  - **Mary Grace Shearer MSW Scholarship for the Advancement of Social Work Fund (June 1 Deadline)** supports students entering their junior or senior year of college majoring in social work at CSWE accredited bachelor's degree program in selected counties in Pennsylvania. Minimum 3.0 GPA and financial need. (Number of recipients varies / at least \$500 each)

- As a reminder, the **Judith A. Ingram Memorial Scholarship Fund (Deadline March 1)** continues to be available to graduating seniors from the Mechanicsburg Area, Camp Hill, Cumberland Valley and West Shore School Districts with plans to attend college and major in elementary education. The fund granted for the first time in 2020 awarding three students \$1,500 each.

Prepared by: Faith Elmes, Scholarship Officer

- 2021 Events Listing (attached)  
You're invited! This document highlights every event hosted by TFEC, regional foundations of TFEC, and special projects of TFEC, and will be updated as new events are planned.



**MECHANICSBURG AREA COMMUNITY FOUNDATION  
ADVISORY COMMITTEE**

**October 1, 2020  
Zoom**

**MINUTES**

A meeting of the Mechanicsburg Area Community Foundation (MACF) Advisory Committee was held on October 1, 2020 via Zoom. Those in attendance included: Chair Pat Ferris, Vice Chair Patti Herring, John Anthony, Amy Bockis, Leslie Collins, Sue Erdman, Holly Laufer, Anna May Nauss, John Petrie, Dale Flor, Dr. Leidy, and TFEC team Jennifer Strechay and Jennifer Doyle.

Chair Ferris called the meeting to order at 2:08 p.m.

**Welcome & Introductions**

Chair Ferris welcomed the committee and thanked them for attending the meeting. In light of the very full agenda a decision was made to complete the grantmaking first.

Ms. Strechay reviewed the general status of grantmaking funds available and the total grants requested. A question was raised around the nonprofit landscape given the continued pandemic and whether or not TFEC has seen successful implementation of past funded programs. Ms. Strechay noted that TFEC was remaining flexible with grantees and asking them to stay in close connection regarding their funded programs. On the whole, awarded funds have been spent and programs implemented with only slight needed revisions. TFEC will continue to stay closely connected to grantees as things continue to evolve.

Ms. Collins noted her connection to Capital Area Girls on the Run and her need to abstain from voting related to that application.

Mr. Anthony noted his connection to Junior Achievement and his need to abstain from voting related to that application.

The following indicate grant award status for 2020:

Big Brothers-Big Sisters of the Capital Region, Inc.	Bigs In Blue Youth Mentoring in the Mechanicsburg Area	\$	7,500.00	\$3750
Capital Area Girls on The Run	Girls on the Run MASD and CVSD	\$	7,000.00	\$4215
Capital Area Head Start, a division of Keystone Service Systems (Keystone Human Services)	Capital Area Head Start: Educational, Health and Emergency Resources	\$	5,000.00	\$5000

Community CARES	Cumberland Street Reach-Mechanicsburg	\$ 4,950.00	\$3048
Employment Skills Center	Nurse Aide Training and Employment Program for Mechanicsburg Residents	\$ 8,000.00	\$5800
Homeland Hospice	In Home Relief Program	\$ 12,000.00	\$7200
Hospice of Central Pennsylvania	Complementary Therapies	\$ 12,000.00	\$7200
Joseph T. Simpson Public Library	School Readiness & Enhancement Programs	\$ 10,000.00	\$10,000
Junior Achievement of South Central PA, Inc.	Junior Achievement Programs in the Mechanicsburg Area	\$ 12,000.00	\$7200
Messiah Lifeways at Messiah Village	Snelbaker Music Therapy Program	\$ 8,112.00	\$4867
New Hope Ministries, Inc.	Meeting the needs of low-income Mechanicsburg residents	\$ 10,000.00	\$7000
PennCares	Ageless Grace & Older Adults and Grandparents Raising Grandchildren Mini Series Program	\$ 12,000.00	\$5096
Pennsylvania Society for Biomedical Research	Mobile Biomedical Science Program for Middle School Students in Mechanicsburg	\$ 8,000.00	\$1000
The Arc of Cumberland and Perry Counties	"Water Sesame": Delivering Touchless Technology to CIT	\$ 7,200.00	\$3600
<b>TOTALS</b>		<b>\$ 121,762.00</b>	<b>\$74,976</b>

A switch was made to the agenda to next cover Committee Reports to be cognizant of everyone's time.

#### COMMITTEE REPORTS

Publicity – Ms. Doyle noted that Ms. Erdman was willing to again lead the annual report/brochure for 2020 for MACF. She noted that when Ms. Erdman was ready to begin working on it – to just reach out and TFEC will be happy to assist.

Outreach Ad Hoc Committee –Mr. Anthony stated that there are no updates since the last meeting.

Chamber Updates — Ms. Doyle announced that the Fund for Women and Girls held their presentation on September 8, 2020 to the Mechanicsburg Chamber women's group. Ms. Doyle informed the committee that she reaches out to the Chamber with new information regarding the Covid-19 Community Response Fund.

Reception Ad Hoc Committee — Chair Ferris reported that Strock Enterprises stated that MACF was still able to host a grantee reception but given all of the requirements legally to host a live in-person event; the recommendation was made to hold a virtual grantee reception event. The following date was chosen: November 12, 2020 from 3:00-4:30 pm (but will likely end earlier). The event will be held via ZOOM. Invitations will be sent electronically to the following: all MACF advisory Committee members, all past MACF Advisory Committee members, the 3 new MACF advisory committee members, and grantees. Mass communications will include the following: Social Media on all of TFEC's platforms, constant contact to the Mechanicsburg mailing list, Chamber request for inclusion. Ms. Herring and Ms. Nauss offered to provide an outline for the basic presentation to TFEC. Invitations will include an announcement of the 14 new grantees as well as the link to register to attend the event.

Nominating Committee — Mr. Anthony thanked the several MACF advisory committee members who will be completing their terms at the end of this calendar year as follows: Ms. Leslie Collins, Ms. Holly Laufer, Ms. Anna May Nauss. MACF is grateful for their service and commitment over these years and is hopeful that they will continue to stay connected. He also thanked Chair Ferris for her leadership over the last years and noted that MACF was grateful that she will be completing her term and serving as an advisory committee member still in 2021. Mr. Anthony nominated Mr. Petrie for a second consecutive 3 year term. Ms. Bockis seconded the motion, and this motion unanimously passed.

Mr. Anthony announced that there will be two vacancies in the new year with the recent addition of Mr. Greenland at the previous meeting. The nominating committee had previously disseminated information for two new member considerations: Linda Willis and Susanna Reppert-Brill. Mr. Anthony asked if there were any concerns or questions about these two potential members. Hearing none, he made a motion to accept them for serving beginning January 1, 2021. Chair Ferris seconded; and passed unanimously. Ms. Erdman will reach out to both new members and connect them to Ms. Doyle for next steps. Ms. Doyle thanked the Nominating Committee for all of their work this year.

#### **CONSENT AGENDA**

Ms. Doyle directed the committee to the Consent Agenda in their packets. One addition was made to the TFEC report which was the announcement that Allison Moesta will be leaving TFEC at the end of October and that TFEC was seeking qualified candidates to consider for her replacement. A motion to approve the Consent Agenda as presented was made by Chair Ferris and seconded by Ms. Laufer, the motion was carried by all attendees in favor.

Ms. Doyle was asked if there was an update on Mr. Walters and she said that she would reach out to get one and pass the information along.

#### **NEW BUSINESS**

##### 2020 Work Plan

Ms. Doyle reiterated that the 2017-2020 Strategic Plan has been extended through 2021. A 2021 Work Plan will be created during the first 2021 AC meeting as per usual. Ms. Doyle reviewed the 2020 Work Plan Goals stating that \$755.00 has been raised for the community fund to date. To raise awareness, the annual report/brochure and report card have

been sent and can be shared with potential donors, speaking engagements, etc. Ms. Doyle asked the committee to share any virtual opportunities that arise if members feel it could be a good fit for MACF. Everyone received their regional centennial notecards and has been asked to contact donors with a handwritten note to promote donor engagement.

TFEC Centennial

Ms. Doyle updated the committee that all of the TFEC Centennial activities originally planned for 2020 have been postponed until 2021. Ms. Doyle reminded MACF that items were still very needed for the Mechanicsburg time capsule as only the wrench from this year had been received. She asked those members who had had ideas for cultivation of items to please follow up on those ideas/leads.

2021 Meeting(s):

The next meetings of the Mechanicsburg Area Community Foundation are as follows:

- January 21, 2021
- April 22, 2021
- July 15, 2021
- September 30, 2021
- From 3:00 pm-5:00 pm

There being no additional business, Chair Ferris adjourned the meeting at 3:58 p.m.

Respectfully Submitted,

Jennifer Doyle  
Vice President of Philanthropy & Community Investment



**Confidentiality Policy  
of  
The Foundation for Enhancing Communities**

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**The Council on Foundations requires for accreditation that TFEC Directors and standing committee members execute annually a Confidentiality Policy Acknowledgement.**

Any information about The Foundation for Enhancing Communities (TFEC), its donors, prospective donors, grantees, grant applicants, and any personal information about employees or other confidential information obtained as a result of being a Director or member of a committee of TFEC, should be considered confidential. This information should be discussed only as required in connection with other Directors or fellow committee members. All documents, files, and working papers of TFEC, or generated in connection with the work of TFEC, are the property of TFEC. Under no circumstances is confidential information concerning donors, prospective donors, grant applicants and grantees, or other confidential information to be revealed to third parties, except as is required by law, or as approved by resolution of the TFEC Directors or the TFEC President & CEO in writing. Directors and members of committees are expected to exercise care not to disclose confidential information unintentionally by indiscreet conversation or by careless handling of sensitive documents. The obligation to keep information confidential continues even after a person ceases to be a TFEC Director or a member of a TFEC committee

**ACKNOWLEDGMENT**

I acknowledge that I have reviewed the above confidentiality policy of The Foundation for Enhancing Communities (TFEC). I understand that it is my responsibility to comply with the Confidentiality policy

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of TFEC Committee Member

\_\_\_\_\_  
Printed Name of TFEC Committee Member



## Conflict of Interest Disclosure Statement

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**The Council on Foundations requires for accreditation that TFEC Directors and standing committee members compete and execute annually a Conflict of Interest Disclosure Form.**

The following relationships, interests or situations, involving me or members of my immediate family, might result in or be considered a conflict of interest in connection with my activities as an Advisory Committee member of a regional affiliate foundation of The Foundation for Enhancing Communities. This form includes both for-profit and non-profit organizations.

### Directorships, Offices, Positions:

Name of Organization	Position/Office	Term

### Memberships in Organizations

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### Other Relationships and Activities

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Do you serve on the board of any banks?     Yes  No

Name of bank: \_\_\_\_\_

My current role with TFEC is: \_\_\_\_\_



## Conflict of Interest Disclosure Statement

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I agree that if any additional relationships, interests, or situations should arise in the future which might result in or be considered a conflict of interest on my part, I will promptly so advise the President of The Foundation for Enhancing Communities.

---

Date

Name

Signature



THE FOUNDATION  
FOR ENHANCING  
COMMUNITIES

# 2021 EVENTS

## JANUARY

1 |

## FEBRUARY

1 |

## MARCH

1 |

## APRIL

22 | The Fund for Women and Girls Annual Grantee Breakfast

## MAY

1 |

## JUNE

1 |

## JULY

1 |

## AUGUST

1 |

## SEPTEMBER

18 | TFEC's Centennial Gala

## OCTOBER

22 | The Fund for Women and Girls Annual Power of the Purse Event

## NOVEMBER

1 |

## DECEMBER

2 | The Fund for Women and Girls Cocoa & Conversation Event

6 | TFEC Holiday Reception