

**2020 GREATER HARRISBURG
COMMUNITY FOUNDATION
BENJAMIN FRANKLIN TRUST FUND
GRANT APPLICATION
DATE DUE: AUGUST 1, 2020**

Thank you for applying to the Benjamin Franklin Trust Fund of the Greater Harrisburg Community Foundation, a regional foundation of The Foundation for Enhancing Communities. Tell your story clearly and concisely. Attachments are required; follow all directions. Failure to answer questions, utilize this template, or provide required materials will disqualify your application. **Answer all questions using information that applies to the project seeking support of grant funds.** Contact Jennifer Strechay, Program Officer for Community Investment, at 717-236-5040 or jstrechay@tfec.org with questions.

APPLICANT SNAPSHOT

Applicant Organization Name

Perry County Council of the Arts

Provide your organization's name as currently recognized by the IRS

Check box if the Applicant Organization Name above is a "Doing Business As" name and the provided 501c3 letter states a different name. *To be recognized by the "Doing Business As" name, attach ONE legal document using the provided name. If not provided, TFEC will utilize the 501c3 name.*

Check box if the Applicant Organization uses a Fiscal Sponsor and provide name here

Click or tap here to enter text.

Name, Title, Email, Phone of Executive Leader

Jasmine Colbert, Executive Director, jasmine@perrycountyarts.org, 717-567-3120

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

Applicant Organization's Physical Address

67 N. 4th Street, Newport, PA 17074

Applicant Organization's Address for Mailed Communications

PO Box 354, Newport, PA 17074

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

Name, Title, Email, Phone of Contact Completing Application

Jasmine Colbert, Executive Director, jasmine@perrycountyarts.org, 717-567-3120

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

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

- Cumberland Dauphin Franklin Juniata Mifflin
 Lebanon Perry
 Northern York (Dillsburg Area)

PROJECT NARRATIVE

Answer questions 1-5 clearly and concisely; no limit (except for Project Snapshot)

PROJECT TITLE Drop-In Art

Project Title must match title listed throughout application and online

APPLICANT ORGANIZATION MISSION STATEMENT

Perry County Council of the Arts' (PCCA) mission is to build community through the arts. This is accomplished through four core programs (PCCA Gallery, Landis House, Creative Programs, Arts in Education). We serve 70,000 Central PA residents annually. PCCA's strategic plan determines that we should focus on work to make our communities a better place through the arts. As we plan all our programs, events, and classes, we consider appropriate partners to help us educate our community about issues of concern and consider creative ways to engage solutions through the arts. We exist in our rural communities to boost economic development, tackle social exclusion, and provide services to people living in remote areas. We improve societal cohesion and wellbeing in our rural community by supporting cultural and artistic provision and participation. We do this all through the arts.

PROJECT SNAPSHOT

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

Drop-In Art, founded in 2015, provides busy Perry County caregivers the support and resources for creativity with their 4-11-year old children. Many of the caregivers that take advantage of our program may not have the space, knowledge, supplies, time, or energy to create their own projects. Our in-person sessions typically occur once a month, in two locations. Caregivers and their children can meet and create art projects together in a comfortable, safe atmosphere. Our virtual sessions/demonstration videos began in April 2020 and are posted monthly to YouTube. Our projects often use commonly sourced or recycled materials, which translate to a low cost for our program and easy replication at home. Our professional site coordinators and volunteers are from the community and are warm and welcoming. Multiple locations, free parking, a monthly schedule, and now virtual accessibility add to the convenience of this program, which seeks to remove barriers from engagement. We are proud to offer this program free to our community. More than 425 participants engaged in the program in 2019-2020 year, mainly from Perry County. The in-person sessions have all been held in Perry County, with some occurring at popular and well attended community events and pre-K readiness programs.

PROJECT NARRATIVE

2. Describe the proposed project, the geographic area it will serve, and the audience to be served; state why this audience was selected. You MUST use and complete the following statement within your answer,

"Grant funds will be used to _____". Include when and where the project will take place. List dates and locations as appropriate in chronological order and state if provided dates/locations are confirmed, estimated, or to be determined.

Drop-In Art is a free, monthly opportunity for busy families throughout rural Perry County to create artwork together with no pre-registration required. The program is intended to reach families that desire to incorporate art into their schedule but may lack the time or resources to create these types of projects on their own. Drop-In Art is conducted through in-person sessions and most recently through virtual sessions (Drop-In Art @ Home) available anytime on PCCA's website. The program is designed for 4-11-year old children and their caregivers.

In-person sessions typically occur at two consistent Perry County locations in Duncannon and Newport, making it a reliable, accessible, and safe environment. Occasionally, the monthly sessions will be held in coordination with a community event, fair or festival to reach more participants. These attendees include both those who are familiar with Drop-In Art at our regular locations and those who have never attended a Drop-In Art in the past. This is good outreach to increase awareness of the regular program within an event that has more broad appeal. Drop-In Art is typically scheduled for three hours at a time and participants may arrive anytime within the scheduled hours to create up to three varying art projects. There is never a charge for participation. Our site coordinators maintain their background clearances and have been involved with the program since its inception. Knowledgeable instructors and volunteers assist children ages 4-11 years old and caregivers to facilitate a stress-free creative learning experience.

Drop-In Art @ Home virtual sessions are conducted through pre-recorded videos available on PCCA's website and on PCCA's YouTube channel. Additional project content is posted including educational descriptions, supporting video content, supply list and written instructions. Families can use these resources at no cost to create fun projects anytime. During the COVID-19 pandemic, Drop-In Art @ Home was an invaluable way for us to remain engaged with those we serve. The instructional content and engaging projects translate well to a virtual platform. We will continue to offer virtual projects in addition to in-person sessions even after social distancing restrictions are loosened, and as financial resources permit.

Grant funds will be used for supplies, the research, development and recording of monthly art projects by the instructors, and staffing of the monthly Drop-In Art sessions, including both the regular, monthly sessions and those held during community events. We have and will continue to participate in Newport School District's Preschool Program, which focuses on children who do not attend preschool before elementary school.

FUNDING

3. Restate the amount you are seeking from TFEC and describe any other funding sources and amounts. If this proposal is not funded at the level requested, will you be able to implement the project as stated? Explain as needed.

PCCA seeks \$1,211 for its Drop-In Art program from the GHCF Benjamin Franklin Trust. Additional funding in the amount of \$787 comes from the Lotus Fund.

The budget for 2021 includes 12 in-person sessions and 12-18 project videos. If less funding is received, we may not be able to offer as many project demonstrations or we may provide the in-person sessions less frequently. We may not be able to pay for space and appropriately staff the special community events that reach so many new families.

PROJECT SUCCESS

4. What will project success look like and how will project success be measured and documented (i.e.: how will you know the project is successful? Are you collecting value statements, numbers served, surveys, photos, before and after images, or using other methods)?

Instructors capture the attendance at every Drop-In Art session.

Drop-In Art in-person sessions will be successful if 15-25 children attend each in-person session. We will see repeat attendance, with at least 25% of the month's attendees being children who have not attended in the past. Instructors will interact with each child and their caregiver to assess child confidence levels, willingness to participate and overall satisfaction with their experience.

Instructors and volunteers pay close attention to whether the projects are too difficult for a child or if they need to be adapted, which can be easily accomplished. All children will leave the session with at least one project completed to the best of their abilities.

Drop-In Art @ Home virtual sessions will be successful if at least one of the monthly projects incorporates additional learning content via PCCA's website. Videos posted on YouTube will receive 20-30 views that are automatically tracked. We currently have 26 YouTube subscribers and will see a 200% increase in 2021. Feedback will be largely positive.

ACCESS & INCLUSION

5. As a community foundation, TFEC fosters a climate of purposeful inclusion that values diversity of gender, age, race, ethnicity, national origin, range of abilities, sexual orientation, and socio-economic status. Please state how your project will be made accessible to all individuals who qualify for participation in the project and describe any accommodations, modifications, technologies, or services you will offer to ensure that all eligible participants experience the best possible services or outcomes.

All Drop-In Art in-person sessions are free and open to the public. PCCA's Landis House location in Newport and the community events are ADA accessible. Drop-In Art @ Home virtual sessions are free to view

anytime. The art projects often incorporate recycled materials easily found around the home, therefore lending to each project's affordability. The projects may be modified to accommodate a variety of physical and cognitive abilities and skill levels. Project topics and educational content supports diversity and encourages learning and understanding of varying cultures and people.

PCCA promotes a culture of inclusion and acceptance. Board and staff will address our expectations in the organization's updated strategic plan.

BUDGET WORKSHEET

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

ITEM OR SERVICE <i>Examples include: Contracted Services, Equipment, Personnel, Supplies; list your own as appropriate.</i>	DESCRIPTION OF ITEM OR SERVICE	REQUESTED GRANT FUNDS <i>List where funds sought through this grant opportunity will be applied.</i>	OTHER FUNDING SOURCES <i>List the names and amounts of all other funding sources.</i>	PENDING, COMMITTED, OR RECEIVED <i>Using a P, C, or R, indicate the status of all funding sources.</i>	\$ TOTALS <i>Add across to provide a total for each row. Total columns as indicated in bottom row.</i>
Instructors	payments for monthly project coordination and site instructors	\$793	\$737-Lotus Fund	R	\$1,530
Supplies	supplies for monthly locations, plus special events	\$418	\$50-Lotus Fund	R	\$468
Promotion	postage/space rental at special events, boosted social media posts	\$	150	P	\$150
Administration	creation of monthly flyers/volunteer recruitment/update web & social media	\$	990	P	\$990
		\$			\$
		\$			\$
		\$			\$
		\$			\$
		\$			\$
TOTALS		\$1,211 Total: Requested	\$1,927 Total: Other Funding Sources		\$3,138 PROJECT TOTAL

	Grant Funds			

2019-2020
Perry County Council of the Arts Board of Directors

PRESIDENT

Richard Steffy – 2020(2)
346 Veterans Way
Elliottsburg, PA 17024
rsteffy@embarqmail.com
H – 789.2362
C – 440.5171
Property Manager,
Steffy Properties

VICE PRESIDENT

Jessie Ellis – 2020(1)
90 Greenwood Circle
Wormleysburg, PA 17043
H – 717-594-0906
jessie@gablepropertiesllc.com
Architect- Crabtree, Rohrbaugh and
Assoc.

SECRETARY

Robin Wheeler – 2020(1)
1820 Mountain House Rd.
Halifax, PA 17032
H – 717-265-4256
wheelloflightstudio@gmail.com
Self-employed Artist, Wheel of
Light Studio

DIRECTORS AT LARGE

Jasmine Colbert
Executive Director
3015 Prospect Ave
Duncannon, PA 17020
W – 717-567-3120
C – 717-571-8277
jasmine@perrycountyarts.org

Kurt Hower – 2021(1)
1033 Greenbriar Rd.
New Bloomfield, PA 17068
C – 717-805-3470
khower@advancelocal.com
Director of Operations, Advance
Local Media

Patti McLaughlin – 2021(1)
796 Germany Ridge Rd.
Elliottsburg, PA 17024
W – 717-204-5010
H – 717-582-4847
p.mclaughlin@bankoflandisburg.com
Chief Credit Officer, The Bank of
Landisburg

Ann Shull – 2020(3)
5312 Waggoners Gap Rd.
Landisburg, PA 17040
H – 717-789-3818
C – 497.1797
pastelann@hotmail.com
Retired, Programming Consultant

Bryce Stambaugh – 2021(1)
503 4th Street
New Cumberland, PA 17070
C – 717-275-5472
Bestambaugh39@gmail.com
Financial Analyst, Select Medical



Sara Sutton – 2020(1)
645 Old Park Road
Lewistown, PA 17044
C – 717- 275-3837
ssutton@jcsdk.12.org
Teacher, Juniata High School

Jeff Trace – 2021(3)
PO Box 221
New Bloomfield, PA 17068
C – 275.3863
jtrace@pa.net
Retired, Music Teacher

Numbers (1), (2) or (3) identify the Board member's first, second or third term. (u) means filling an uncompleted term. Year after board member's name notes when his/her current board term will expire.

2020 BENJAMIN FRANKLIN TRUST FUND SIGN & SUBMIT FORM
Provide signatures from the applicant organization, below. Both organization representatives must sign.

By providing your original OR digital signature below, you agree that the provided information in this application is true to the best of your knowledge and may be submitted for review. Completion of this form is one component of your Complete Application.

<input type="checkbox"/>	President/CEO		Click or tap here to enter text.
		X <input checked="" type="checkbox"/> Ink Signature	Digital Signature
<input type="checkbox"/>	Board President		Click or tap here to enter text.
		<input type="checkbox"/> Ink Signature	Digital Signature

REQUIRED ATTACHMENTS TO BE UPLOADED & SUBMITTED BY 4PM IN THE DEADLINE DATE

All grant materials must be submitted through the TFEC online application system by 4pm on the deadline date. This grant opportunity does not utilize delivered or mailed materials.

- Complete Application:** Applicant Snapshot, Project Narrative, Budget Worksheet, and Sign & Submit Form with original or digital signatures.
- Board of Directors List:** Professional affiliations (ie: work positions and/or titles as applicable) must be included.
- Letters of support are OPTIONAL for this grant opportunity but must be uploaded by the deadline date. No more than TWO letters of support with original or digital signatures may be provided.** Letters of support from the applicant organization's Board of Directors will not be accepted; identical form letters are discouraged.
- Applicants who utilize a FISCAL SPONSOR** must include a letter signed by the Executive Leader of the Fiscal Sponsor organization indicating agreement to serve as the Fiscal Sponsor. An original or digital signature is required.
- IRS 501(c) (3) determination letter**
- 1st Page of Applicant Organization's Most Recent 990.** If 990 is not available, upload applicant organization's most recent audit or financial statement.

QUESTIONS

If you should have any questions regarding this form or TFEC grant opportunities, contact Jennifer Strechay, Program Officer for Community Investment, at jstrechay@tfec.org or 717-236-5040.