



Thank you for applying to the Greater Harrisburg 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 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 [jstrechay@tfec.org](mailto:jstrechay@tfec.org) or 717-236-5040 with questions.

## **APPLICANT PROFILE**

### **Applicant Organization Name**

Summer Program for Youth

*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**

Name: Jeanna Som Title: Executive Director

Email: [admin@summerprogramforyouth.org](mailto:admin@summerprogramforyouth.org)

Phone: 717-713-7296

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

### **Applicant Organization's Physical Address**

Summer Program for Youth, 1 N. Hanover Street, Carlisle, PA 17013

### **Applicant Organization's Address for Mailed Communications**

Summer Program for Youth, P.O. Box 612, Carlisle, PA 17013

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

### **Name, Title, Email, Phone of Contact Completing Application**

Name: Jeanna Som Title: Executive Director

Email: [admin@summerprogramforyouth.org](mailto:admin@summerprogramforyouth.org)

Phone: 717-713-7296

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

### **Organization's Mission Statement**

Summer Program for Youth (SPY) is an 8-week academic and social enrichment program dedicated to helping elementary-aged children in the Carlisle Area School District learn and grow academically, socially and emotionally.

### **Organization History (Do not exceed this page)**

Summer Program for Youth was founded in 1986 as an outreach program of St. John's Episcopal Church in Carlisle, PA. In the beginning years the program served less than 30 at-risk children and was administered completely by volunteers from the church. Since this time, in response to our society's expanding and evolving needs, SPY has grown and developed into an independent 501(C)(3) organization with an ever

increasing enrollment. This past camp season was our most impactful yet with 70 participants learning and growing academically, socially and emotionally for eight weeks during their summer vacation.

SPY campers are recognized by elementary school counselors in the Carlisle Area School District as students who would benefit from added education over the summer along with a structured, safe and nurturing environment and recommended to the program. Almost all campers come from low-income homes. SPY is offered at no cost so that all children that would benefit from our quality programming are able to attend.

Recognizing the need for qualified and credentialed individuals to achieve quality programming, SPY now employs paid professionals including an Executive Director for administrative oversight and Certified Teachers to plan and lead academic activities. Breakfast, lunch and an afternoon snack were added as ninety percent of our campers qualify for free and reduced lunch at school. Transportation to and from camp each day for children living outside the city limits was also added after observing low attendance from this population. For the summer of 2020 planned expansion involved increasing enrollment from 50 to 70 children and included rising 1<sup>st</sup> grade students. This decision was based on research regarding the effects of trauma and benefits of earlier intervention.

In March, during the planning process for the pending camp season, our nation was thrown into an unexpected health crisis. Shelter-in-place orders confined children to potentially abusive situations and the remote educational experience had suboptimal results. SPY recognized the fact that this summer, more than ever, children needed educational and social enrichment and was determined to proceed with planning despite the financial and procedural challenges of safely running during a pandemic.

Proudly, SPY just successfully wrapped up its 36<sup>th</sup> camp season! By partnering with local places of worship, SPY was able to place 4 groups of 15-20 campers each at 4 separate locations. A comprehensive health and safety plan based on recommendations from the CDC and Pa DOH was created to limit potential exposure to COVID-19 for participants, staff and volunteers. The set-up of technology in different surroundings was mastered, the logistics of meal delivery to multiple sites was sorted out, four separate schedules of activities were maintained and the over-all complications of administering four groups of children was conquered.

Many lessons were learned this summer and SPY plans to utilize their new knowledge next year by again administering multiple locations giving even more children the opportunity to learn and grow during their summer vacation.

## PROJECT PROFILE

### Project Title

SPY Expansion to Two Locations

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

### Project Areas of Focus

UPSTREAM GENERAL

*Choose UPstream General if your project utilizes upstream strategies but is not principally centered upon the categories below. See the grant guidelines for additional detail.*

### UPSTREAM: FOCUS AREAS

*Choose an UPstream Focus Area (if your project is principally centered upon one or more of the categories below). Please select only those area(s) that apply to this project. See the grant guidelines for additional detail.*

<p><b>EDUCATION</b></p> <p><input type="checkbox"/> Programs &amp; projects that focus upon or nurture access to early childhood education</p> <p><input checked="" type="checkbox"/> Education &amp; development programs for children &amp; youth</p> <p><input type="checkbox"/> Educational programs serving adults</p>	<p><b>ENVIRONMENT &amp; PARKS</b></p> <p><input type="checkbox"/> Environmental stewardship</p> <p><input type="checkbox"/> Horticulture &amp; the arts</p> <p><input type="checkbox"/> Health &amp; environment</p> <p><input type="checkbox"/> Park beautification &amp; improvement</p>
<p><b>HEALTH</b></p> <p><input type="checkbox"/> Health &amp; human services</p> <p><input type="checkbox"/> Cancer awareness and/or research</p> <p><input type="checkbox"/> Dental care for those in need</p> <p><input type="checkbox"/> Health &amp; human services</p> <p><input type="checkbox"/> HIV &amp; AIDS</p> <p><input type="checkbox"/> Individuals with debilitating or terminal illness</p> <p><input type="checkbox"/> Individuals with intellectual disabilities</p> <p><input type="checkbox"/> Prevention of head and/or spinal cord injury</p> <p><input type="checkbox"/> Purchasing of devices that improve accessibility</p>	<p><b>HOMELESSNESS</b></p> <p><input type="checkbox"/> Homelessness &amp; hunger</p>
<p><b>MENTAL HEALTH</b></p> <p><input type="checkbox"/> Counseling for children with terminally ill family members</p> <p><input type="checkbox"/> Guidance, counseling, or programming that includes guidance and/or counseling for youths</p> <p><input type="checkbox"/> Mental health</p>	<p><b>SENIORS</b></p> <p><input type="checkbox"/> Programs &amp; projects serving older adults</p>
<p><b>COMMUNITIES OF FOCUS</b></p> <p><input type="checkbox"/> Disaster relief &amp; human services that serve the communities of Lebanon City, PA and Cressona, PA</p> <p><input type="checkbox"/> Programs and projects that benefit residents of Millersburg, a borough of Dauphin County, PA</p> <p><input type="checkbox"/> Projects to enhance Camp Hill Borough parks provided by youth organizations such as Scout programs or other youth organizations; programs &amp; projects that focus upon or nurture access to early childhood education within Camp Hill.</p>	

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

Cumberland     Dauphin     Franklin     Lebanon     Perry     Northern York (Dillsburg Area)

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

    0                          Total number of ADULTS served

    80                         Total number of CHILDREN (ages 17 and under) served

    80                         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.*

## PROJECT SNAPSHOT

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

Summer Program for Youth (SPY) is an 8-week summer program for rising 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> grade students in the Carlisle Area School District with a mission to help these students grow academically, socially and emotionally and enhance their chance of future success.

SPY intentionally focuses on 1<sup>st</sup>-3<sup>rd</sup> grades based on studies showing that children who can read at grade level by grade 3 are exponentially more likely to graduate from High School and early intervention is key for performance improvement.

There is a strong correlation between a student's level of academic achievement and their socioeconomic class with poverty factors negatively affecting ability. Not surprisingly, ninety percent of the students recommended to SPY come from low income homes and experience the associated achievement gap commonly found between low-income students and their more affluent peers.

As the poverty rate increases in our area, school counselors see more children who would benefit from SPY's academic and social/emotional enrichment programming. SPY's "Expansion to Two Locations" project seeks to increase our capacity and have a positive impact on more children in our community.

## PROJECT NARRATIVE

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

2. The GHCF UPstream grant opportunity seeks to improve our area communities by supporting existing or new "upstream" systems, interventions, programs, or projects that attempt to create positive social change by addressing a problem at its source rather than managing its "downstream" symptoms. Describe your proposed upstream project, the geographic area it will serve, and the audience to be served; state why this audience was selected. Include how/why your project is "upstream" and how your project is working to address a specific need or needs. You MUST use and complete the following statement within your answer, "Grant funds will be used to \_\_\_\_\_".

Summer Program for Youth, aka SPY, is at its very core an UPStream program. Its mission is to help children grow academically, socially and emotionally with the ultimate goal of increasing their chance of success, developing them into contributing members of our society and strengthening the community's future as a whole.

SPY is an 8-week academic and social enrichment summer camp program for elementary aged children in the Carlisle Area School District. Campers are selected by school counselors as children who are under performing academically and would benefit from education and social engagement over the summer. Mornings are comprised of academic based stations while afternoons are scheduled with enrichment activities including off-site excursions and guest visitors. Camp activities are led by a staff of certified teachers and camp counselors pursuing a degree in education.

Spacing constraints at its singular location has restricted SPY's growth to 70 participants. Having a limited capacity commands the need to focus enrollment and SPY has intentionally chosen children entering the 1<sup>st</sup>-3<sup>rd</sup> grades. This age selection is based on studies reporting these as the critical grades in academic development where intervention proves to have the greatest impact on performance.

There is a strong correlation between a student's level of academic achievement and their socioeconomic class. It is no surprise that ninety percent of SPY campers come from low income homes and either live in a state of chronic stress or have experienced neglect, abuse or trauma at some point in their young lives. Research shows that these negative poverty factors weaken the developing brain and contribute to lower academic performance.

The damaging effects of trauma and stress in a child's life can be neutralized by intervention methods such as the provision of a stable and secure environment, supportive social engagement and nurturing and responsive relationships. SPY's approach to programming encompasses these intervention methods while simultaneously providing academic enrichment; creating a powerful combination to ultimately increase a child's potential for future success.

Hunger is an additional poverty factor that can negatively affect academic performance. SPY campers receive a healthy breakfast, lunch and afternoon snack daily and, through a partnership with Project Share, are given food bags to take home over the weekend to ensure continued nourishment during the summer months.

Pre and post camp testing prove SPY's effectiveness at helping students academically and every year school counselors recognize and recommend more and more children who would benefit from our quality program. This trend of increased demand shows no sign of reversing as census data points to rising poverty rates and, as a result of the current pandemic, growing unemployment.

This past summer administering a program during a pandemic allowed SPY to navigate the orchestration of multiple sites and did so successfully. Emergency COVID-19 related grant funding and donations allowed for this to be accomplished financially, however, these grants will be unavailable for the 2021 season.

Grant funds from the GHCF UPStream grant will be used to help cover expenses related to opening a second site for SPY next summer and continue increasing our capacity to serve.

Our Community is extremely generous and supportive of SPY. Its programming is recognized as beneficial and valuable to the development of youth in our community and integral in the strengthening of our society's future. Over the last 30 years SPY has grown with the community support and will continue to do so for years to come.

## **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.

Summer Program for Youth has plans to operate at two locations for the summer of 2021. The first location will be St. John's Episcopal Church located at 1 N. Hanover Street in Carlisle, PA. The second location will be Second Presbyterian Church located at 528 Garland Drive in Carlisle, PA. The program will be held daily Monday through Friday from 8am-3:30pm beginning on Monday, June 7<sup>th</sup> and ending on Friday, July 30<sup>th</sup>, 2021. Dates, times and locations have all been confirmed.

## **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 is best positioned for success as a single organization.

**SINGLE ORGANIZATION STATEMENT: N/A**

**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.*

N/A

**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.*

N/A

**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.*

SPY campers are children who have been recognized by their school counselor as students that would benefit from the program and are then recommended for participation. All students come from the Carlisle Area School District and SPY relies on the support and commitment of this district to recognize the value of our program, and refer their students.

A letter of support is provided from a member of the Carlisle Area School District's Board of Directors that provides testament to the quality of our programming, their continued commitment, recognition for the need of our growth and support of our efforts.

**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.*

N/A

## 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.

NA

## 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.

Summer Program for Youth's Expansion to Two Locations project will be successful upon the completion of the following key outcomes:

1. The successful enrollment of 80 children entering 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> grades in the Carlisle Area School District.
2. An average daily attendance of at least 80% will be maintained.
3. 95% of students will maintain academic performance level from the beginning of the summer and avoid "summer slippage".
4. 80% of students will improve academic performance level.
5. 100% of students will receive books to keep in their home for encouragement to read more often.

6. 80% of students will maintain a daily structured and academic routine so they are better prepared to start the school year ready to learn.
7. An average of 80% of students daily will receive continued nutrition with the provision of breakfast, lunch and an afternoon snack for 8 weeks over the summer.
8. 95% of students will receive life saving water safety and basic swim skill instruction to reduce their risk of drowning.
9. 100% of students will participate in trauma-informed practices such as such as yoga, meditation, journaling, and breathwork, giving them the tools to cope with stress and traumatic situations in the future.

- 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)?

Project success will be measured and documented through the following measures:

1. Enrollment of 80 students will be documented through a record and roster of all campers.
2. Outcomes based on participation in camp activities will be measured by daily attendance records.
3. Pre and post camp academic testing will value the level of academic effectiveness.

## **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.

SPY is committed to serving 80 children for the summer of 2021 and expanding to two locations. If this proposal is not funded at the level requested, additional community contributions will be sought after as our society has historically been very supportive to SPY and its mission accomplishment. If necessary, any budget deficit can be balanced with the utilization of existing endowment funds or through a fundraising event post-camp season.

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

SPY is requesting a grant in the amount of \$10,000 from the Greater Harrisburg Foundation Upstream grant. Additional funding for this project will come from the following sources (and projected amounts); United Way of Carlisle & Cumberland County (\$24,850); St. John's Episcopal Church (\$17,000); Second Presbyterian Church (\$12,000); Corporate Sponsorships (\$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 state how the surplus may be used (i.e. is it earmarked for another program) and/or how the deficit may be handled.

December 31<sup>st</sup>, 2019 was the end of SPY's most recent fiscal year. SPY ended this year with a budget deficit of \$2592.53. In an effort to increase community awareness and support of the SPY program, the Board decided to invest in the creation of SPY's own website and informational materials. These were unbudgeted expenses and totaled \$3064.02.

## **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.

Summer Program for Youth's mission is to help children grow academically, socially and emotionally and focuses on students in the 1<sup>st</sup> – 3<sup>rd</sup> grades when intervention is the most critical and can have the greatest impact on future success. Students are recognized and recommended for participation by their school counselors as children who are under performing academically and would benefit from social engagement and enrichment activities over the summer.

Ninety-nine percent of potential SPY campers come from low income homes and qualify for free and reduced lunch. In an effort to assure accessibility to all eligible children, SPY charges no fee to attend. No consideration is made with regards to gender, race, ethnicity, national origin, range of abilities, sexual orientation and socio-economic status.

As a result of these enrollment guidelines, SPY's summer roster is a diverse compilation of children ranging in ages from 6-9 years old with equitable access to all tools and resources utilized to enhance their educational and social/emotional growth.



## 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>Indicate where funds sought through this grant opportunity will be applied.</i>	OTHER FUNDING SOURCES <i>State 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>
Personnel	Salaries for 2 Certified Teachers and 2 Counselors at 2 <sup>nd</sup> Site	\$10,000	Second Presbyterian Church \$6,800	P	<b>\$16,800</b>
Personnel	Admin. Salary for 2nd Site (portion of ED salary, kitchen manager & site supervisor	\$	United Way of Carlisle & Cumberland County \$24,850	C	<b>\$24,850</b>
Personnel Administration	Training, clearances, insurance for staff at 2 <sup>nd</sup> site	\$	St. John's Episcopal Church \$1,250	P	<b>\$1,250</b>
Professional Fees	Payroll, legal, custodial	\$	St. John's Episcopal Church \$1,250	P	<b>\$1,250</b>
Equipment and Program supplies	Learning materials, arts and craft supplies, physical activity equipment, books, etc.	\$	St. John's Episcopal Church \$1,000	P	<b>\$1,000</b>
Off-Site Educational Experiences	Admission and transportation costs for off-site excursions (including trips to the pool)	\$	Corporate Sponsorships \$2,500 and St. John's Episcopal Church \$8,300	C	<b>\$10,800</b>
Facility	Rental	\$	St. John's Episcopal Church \$5,000	C	<b>\$5,000</b>
Facility	Rental	\$	Second Presbyterian Church \$5,000	C	<b>\$5,000</b>
Facility	Maintenance/Equipment Repair	\$	Second Presbyterian Church \$200 St. John's Episcopal Church \$200	C	<b>\$400</b>

<b>TOTALS</b>	<b>\$10,000</b>	<b>\$56,350</b>		<b>\$66,350</b>
	<b>Total: Requested Grant Funds</b>	<b>Total: Other Funding Sources</b>		<b>PROJECT TOTAL</b>



99 E. Yellow Breeches Rd.  
Carlisle, PA 17015  
July 15, 2020

Jeanna Som  
Executive Director  
Summer Program for Youth  
1 N. Hanover Street  
P.O. Box 612  
Carlisle, PA 17013

Dear Ms. Som:

As President of the Carlisle Area School District Board, I wholeheartedly endorse the Summer Program for Youth (SPY) as you plan for the summer of 2021.

The Carlisle Area School District has one of the highest student populations living at or below the poverty level in Cumberland County. Currently, 42 percent of our students are eligible for free to reduced breakfasts and lunches. We anticipate that percentage increasing given our nation's current economic crisis. Many of these students are at-risk for summer regression of learning, particularly in literacy skills, fluency, and comprehension. SPY offers the elementary students it serves with programming designed to support learning retention, as well as to foster curiosity, healthy eating habits, and other fun learning activities.

This summer (2020) SPY also successfully addressed the challenge of safely offering services, given the Covid 19 pandemic, by providing the program at multiple sites to enable social distancing and preparing food offsite for delivery to minimize the number of adults entering the program sites.

The school district also appreciates that SPY's staff includes qualified teachers and child development professionals, sound curriculum practices, trauma-informed educational practices, and recognition of working with families in intergenerational poverty. I commend SPY for working with elementary school guidance counselors and principals to identify children in need of its summer program. The learning enhancement and other experiences have proven to be helpful to support learning retention and development growth for our children.

The Carlisle Area School District is grateful that community organizations, such as SPY, are able to offer supportive services to our students. On behalf of the district's board, I extend our appreciation of the SPY program. Feel free to contact me at [pbussard2007@comcast.net](mailto:pbussard2007@comcast.net) or at (717) 486-8252, should you have any questions.

Sincerely,



Paula A. Bussard  
President, CASD Board

2020 GREATER HARRISBURG COMMUNITY FOUNDATION UPSTREAM 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.

**President/CEO**  
enter text.



Ink Signature

Click or tap here to

Digital Signature

**Board President**  
here to enter text.



Ink Signature  
Signature

Click or tap

Digital

**REQUIRED ATTACHMENTS TO BE UPLOADED & SUBMITTED BY 4PM ON 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 Profile, Project Profile, 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.
- ONE, TWO, or THREE letters of support with original or digital signatures.** Applicants may submit the number of letters that will best support their application. Letters of support from the applicant organization's Board of Directors will not be accepted. Identical form letters are discouraged. A minimum of ONE letter of support is REQUIRED for this grant opportunity regardless of response to Question 4.
- If you have indicated PARTNERSHIP with or SERVICE to other Agencies as stated in Question 4, you must upload 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.