



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**

Boys and Girls Club of Chambersburg and Shippensburg  
*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**

Maggie Lattin, Executive Director, [maggie@bgccs.org](mailto:maggie@bgccs.org), (717)261-5761  
*All contracts and notifications of grant status will be addressed to the individual provided here*

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

73 W. Burd Street, Shippensburg, PA 17257

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

73 W Burd Street, Shippensburg, PA 17257

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

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

Amy Boyer, Grant Writer, [doingwhatmatters@ghostwriterquill.com](mailto:doingwhatmatters@ghostwriterquill.com), (717) 420-6558  
*If application questions arise, this individual will be contacted by TFEC staff*

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

To enable all young people, especially those who need us most, to reach their full potential as productive, caring, responsible citizens.

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

The Boys & Girls Club of Chambersburg and Shippensburg, which prior to 2010 was a part of the Boys & Girls Club of Central Pennsylvania, is a chartered member of the Boys & Girls Club of America. We are a 501(c)(3) charitable organization serving youth at club locations at several schools in Chambersburg and Shippensburg, Pennsylvania. Approximately 20 to 25 paid staff and 5 to 10 volunteers help operate the programs.

In 2010, BGCCS served just 23 children at two clubhouses, with one site in each of the towns reflected in our name. Today, the club serves 531 children with before- and after-school programming and summer camps. Current programming has been moved to five area public schools: three in Shippensburg and two in Chambersburg. The 2020 Summer Camp was moved to local churches because of school closures from the COVID-19 pandemic.

An average of 150 children are registered each week of our summer day camp program, through which they take field trips to local educational attractions, swim, do science projects, and participate in reading programs, sports, and more. Summer camps are normally held at two locations in Shippensburg and one in Chambersburg. Camp includes the Summer Brain Gain program, designed to mitigate learning loss over the summer school break, especially important in the aftermath of the COVID-19 pandemic.

Our programs continue to grow and evolve to meet children and communities where they are, and under every circumstance. But what has not changed is the nationally recognized, locally implemented focus on Academic Success, Healthy Lifestyles, and Character and Leadership Development. BGCCS members are more likely to graduate high school and seek secondary education and are less likely to engage in risky behaviors.

To ensure accessibility, BGCCS offers its before- and after-school programs and summer camps on a sliding scale fee based on family size, income, and the impact of the pandemic on families.

## PROJECT PROFILE

### Project Title

2021 BGCCS Summer Camp featuring Summer Brain Gain

*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

300	Total number of ADULTS served
	Total number of CHILDREN (ages 17 and under) served
	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 Brain Gain is an educational program created by the Boys and Girls Club of America and implemented locally by BGCCS. Summer Brain Gain prevents summer learning loss, an issue that disproportionately affects youth from low-income households.

Known as "summer slide," students lose about two months of grade-level equivalency in math skills over the summer months. The impact of summer learning loss is disproportionately felt by children from low-income homes and those who identify as minorities. In addition to math losses, these children also lose more than two months in reading achievements. By the end of fifth grade, these children are nearly three grade equivalents behind their peers. Seventy-five percent of that disparity is attributable to a lack of access to education-based summer programs.

Extended out-of-school time caused by the pandemic is expected to affect children in similar ways and be long-lasting. The Summer Brain Gain program offers fun, engaging, nationally evaluated, and age-appropriate activities to mitigate further learning loss, and BGCCS's sliding scale fee structure ensures accessibility to children who need it most.

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

The Boys and Girls Club of Chambersburg and Shippensburg implements the evidence-based program Summer Brain Gain as the centerpiece of its summer program to prevent summer learning loss. Summer Brain Gain takes place in June, July, and August and provides weekly learning modules with themed content allowing students to make real-world connections and integrating Common Core learning objectives with the four Boys and Girls Club of America project-based learning practices: Engage, Express, Evaluate, Exhibit. Modules vary by age groups, and each module includes an overview, driving questions, evaluation methodology, daily welcomes, community builders, work products, vocabulary, activities, and community sharing events. Examples of weekly themes include:

Elementary: The Power of Collaboration, Making Global Connections, Fit 4 Life

Middle School: Bio Motion, Dino Detectives, DIT- Do It Together

High School: STEM; Effective Decision Making, Employability Skills, The ABC's of College

School closures caused by the COVID-19 pandemic have sharpened the need for out-of-school learning opportunities, especially for children most vulnerable to learning loss, including those from low-income households and those who identify as minorities. Committed to accessibility, BGCCS operates on a sliding scale fee, with scholarships for students for whom that fee poses a barrier to enrollment. The affordability of the program is essential, given that 46% of the youth we serve reside in public housing and 57% reside

in families with a household income of less than \$30,000. Those statistics represent the demographics of families who attended our club before COVID, and we expect to see increased need in the aftermath of the epidemic.

The Summer Brain Gain 2021 is clearly an “upstream” program, seeking to prevent summer learning loss rather than addressing the problem after it has already occurred. This program has taken on increased significance as our communities begin to consider the long-term effects of extended out-of-school time caused by COVID-19. Summer Brain Gain will help to maximize time in summer 2021 to help mitigate the effects of learning loss, especially to children most vulnerable to its effects.

Grant funds will be used for supplies, materials, and staffing required to implement the Summer Brain Gain program to an estimated 300 students in five clubs, 150 in Chambersburg and 150 in Shippensburg during summer 2021. We are expanding our budget in anticipation of additional staff needed to keep group sizes low to mitigate risks of COVID and additional cleaning supplies and PPE.

### **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.

BGCCS Summer Camps featuring Summer Brain Gain will run over an eight-week period in June, July, and August 2021. The camps are traditionally held in school buildings in the Chambersburg and Shippensburg School Districts. However, due to COVID-19 and the subsequent closure of school buildings through the summer, the 2020 camps were held in community churches. We plan to be back in the schools by next summer, but we will be flexible as we strive to support the educational needs of the students while also being vigilant of health and safety needs.

### **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:** While the Boys and Girls Club of Chambersburg and Shippensburg utilizes the national Boys and Girls Clubs of America’s Summer Brain Gain program during summer camp, our local organization is solely responsible for the implementation, funding, and success of the program. We will be best positioned as a single organization to deliver results based on our past experience with this program and our overall success in implementing other Boys and Girls Clubs of America-sanctioned programs. In addition, although we do rely on school buildings, and this summer community churches, to house or summer camp programs, by assuming full responsibility, BGCCS is able to ensure that all staff and volunteers are properly vetted for the safety of all participants.

**PARTNERSHIPS:** *We are equally invested in providing this project and success is dependent upon all organizations and shared roles although one entity serves as the applicant for this grant. Our application includes a letter from each partner that states their role in this relationship.*

Click or tap here to enter text.

**COLLABORATIONS:** *We are working with other organizations to make this project happen, but we serve as the lead organization for this grant opportunity and our project success is enriched by, but not dependent upon, our collaborators. An additional letter is NOT required, but may help the application.*

Click or tap here to enter text.

**SERVICE:** *Our project will serve these organizations and cannot take place without their commitment to accept service. Our application includes a letter from each organization (this includes schools) that states their intent to participate.*

Click or tap here to enter text.

**AFFILIATIONS:** *Our project may be affiliated with these organizations in some way, but is not 100% dependent upon their participation. An additional letter is NOT needed.*

Click or tap here to enter text.

## COMPARABLES

5. Are other organizations in your service area providing services that are similar to your proposed project? If yes, state their names or services and explain how your project differs. If no, state NA.

There are a variety of summer camp options available for youth in our service area. However, very few offer any significant educational opportunities or programs designed to prevent summer learning loss in our most vulnerable youth. Programs hosted by Shippensburg University and Mercersburg Academy offer interesting educational programs but are significantly more expensive than BGCCS and therefore less accessible to youth from low-income households. Other large summer camps, such as the program offered by the Chambersburg Memorial YMCA, are somewhat more accessible but offer little or no comparable educational programming. We have found no other summer program in our area that is similar in content or nearly as accessible to children in need.

## ASSESSMENT & IMPACT

- 6a. What will project success look like? Provide a brief overview of the project's key outcomes, outputs, and/or other results of success.

Summer Brain Gain has already been shown to help prevent summer learning loss, an issue that disproportionately affects youth from low-income households. Metis Associates conducted a rigorous evaluation of the Boys and Girls Clubs of America Summer Brain Gain program. Overall, members participating in the program at the evaluation sites experienced no significant losses in early literacy, math, or reading.

Locally, we will consider success as participants having no summer learning loss. Individually, and with parents' permission, we can access student online school information to ensure proper leveled material for each student; however, that data may not be shared. Our success will be measured by the number of children who are served by the program each week and in total (total numbers may be duplicate participants). We also measure the percentage of students who participate whose family income qualifies them for public housing and the percentage of children whose family income is less than \$30,000.

- 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)?

Again, Summer Brain Gain success is measured and documented by the Boys and Girls Clubs of America. The number of children per week and in total are kept by attendance each week. Registration information required for sliding scale tuition will provide information showing how many children's families live in public housing and the percentage of children's families that have incomes of less than \$30,000. While the reality of the current COVID-19 health crisis could certainly have an impact, our goal is to have a 30% increase in participation from 2020 and to maintain at least current levels of percentages of children who reside in public housing (46%) and percentage of children whose families have an income of \$30,000 or less (57%).

## **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.

Without the funding we have requested, it may be difficult to fully implement the Summer Brain Gain 2021 program. If we do not receive funding from TFEC/GHF at the level requested, we will work hard to secure funding from other sources in order to continue to offer this important educational program.

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

The Boys and Girls Club of Chambersburg and Shippensburg is requesting \$10,000 from Greater Harrisburg Foundation's Upstream toward the total Summer Brain Gain 2021 budget of \$79,372. Other funding sources for this program are still pending. Funding for the previous programs has included community sponsorships, individual donations, event revenue, and grants from Rotary Club of Chambersburg, Alexander Stewart M.D. Foundation, The Nora Roberts Foundation, and Stabler Foundation.

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.

BGCCS ended FY 2018 with an operating deficit of \$22,048, largely due to initial investments in expanded reach. BGCCS has strategically addressed the deficit through a lower-rent administrative office and investments in expanding developments and partnerships.

## **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.

To make the summer camp and Summer Brain Gain program accessible to those most in need, the Boys and Girls Club of Chambersburg and Shippensburg offers a sliding scale fee schedule based on family income.

Our mission is to provide an inclusive environment for a diverse group of employees, volunteers and Club members where opportunities and equal access are demonstrated at all levels. We have zero tolerance for discrimination in any form. The model we set fosters our ability to understand, support, and deliver on our organizational goals and commitment to youth.

## 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>
Chambersburg - Salary and Benefits		\$2,310	Source to be determined \$10,563	P	\$12,873
Chambersburg - Day Trips		\$690	Source to be determined \$1,810	P	\$2,500
Chambersburg - Educational Supplies		\$215	Source to be determined \$385	P	\$600
Chambersburg - PPE and Cleaning Supplies		\$200	Source to be determined \$1,075	P	\$1,275
Shippensburg - Salary and Benefits		\$4,380	Source to be determined \$50,269	P	\$54,649
Shippensburg - Day Trips		\$1,380	Source to be determined \$3,620	P	\$5,000
Shippensburg - Educational Supplies		\$425	Source to be determined \$775	P	\$1,200
Shippensburg - PPE and Cleaning Supplies		\$400	Source to be determined \$875	P	\$1,275
		\$			\$



<b>TOTALS</b>	<b>\$10,000</b> Total: Requested Grant Funds	<b>\$69,372</b> Total: Other Funding Sources		<b>\$79,372</b> PROJECT TOTAL
---------------	---	--	--	-------------------------------------

## **Boys and Girls Club of Chambersburg and Shippensburg Board Members**

**PRESIDENT - Randy Wilson, REEL PD**

**VICE PRESIDENT - Ron Taylor, Shippensburg University**

**TREASURER - Bryan Knoll, Luminest Comm. Development**

**SECRETARY - Michelle Rebok, Cross Country Mortgage**

**Crystal Collier-Walker, Wilson College**

**Melissa Miller, F&M Trust**

**Nathan Spang, Walker, Conner, & Spang, LLC**

**Jason Fisher, Art Sign Company**

**Susan Martin, Shippensburg School District Principal**

**Miranda Ramsey, Wellspan**

**Rick Freeman, Bronze & Granite**

**Jessica Coscia, Wellspan**

**Teresa Beckner, Franklin Co Government**

**Rebecca Gardner, Shippensburg University**



## SHIPPENSBURG AREA SCHOOL DISTRICT

317 N. Morris Street, Shippensburg PA 17257  
717.530.2700 www.shipk12.org

Dr. Chris Suppo  
Superintendent

Teri Mowery  
Intermediate School Principal

July 6, 2020

The Foundation for Enhancing Communities

Attn: Jennifer Strechay

PO Box 678

Harrisburg, PA 17108-067

Ms. Strechay,

I write on behalf of Boys and Girls Club of Chambersburg and Shippensburg (BGCCS) in support of the its proposal to the TFEC for a grant to fund the 2021 Brain Gain Program for Summer Camp designed to mitigate learning loss over the summer school break, something that's especially timely now as children have been away from school much longer than usual due to the COVID-19 pandemic.

As an educational leader in the Shippensburg Area School District, I witness first-hand the positive impact the BGCCS programs can have on students in our community. I strongly support this grant application and the focus on reducing the educational disparities among children from economically disadvantaged families in our community by increasing delivery of evidence-based interventions, such as the summer camp program.

While the average low-income U.S. student lost at least two months of learning last summer, the average Summer Brain Gain participant did not experience learning loss. Moreover, some Club members actually experienced gains in learning – especially in vital 21st century skills, like collaboration and critical thinking. This is very encouraging, given that most youth experience significant summer learning loss.

Through grants such as those from The Foundation of Enhancing Communities' Upstream grant, BGCCS can continue and expand the impact of its summer camp programming. I urge you to invest in this worthwhile, long-standing community member and its Summer Brain Gain program.

Sincerely,

Teri Mowery  
Principal  
Shippensburg Area Intermediate School  
601 Hollar Ave.  
Shippensburg, PA 17257

**HARRISBURG OFFICE:**

108 Ryan Office Building • P.O. BOX 202086  
HARRISBURG, PA 17120-2086  
PHONE: (717) 783-1593 • FAX: (717) 782-2894  
EMAIL: MKELLER@PAHOUSEGOP.COM  
WEBSITE: REPKELLER.COM

**DISTRICT OFFICES:**

18 West Main Street • P.O. Box 9  
New Bloomfield, PA 17068  
Phone: (717) 582-8119 • Fax: (717) 582-8979  
1-800-959-8119

81 Walnut Bottom Road • P.O. Box 705  
Shippensburg, PA 17257  
Phone: (717) 477-0905 • Fax: (717) 477-0695

July 8, 2020



**House of Representatives**

Commonwealth of Pennsylvania  
Harrisburg

**MARK K. KELLER**

86th Legislative District

**COMMITTEES**

MAJORITY CHAIRMAN,  
COMMERCE  
AGRICULTURE AND RURAL AFFAIRS  
VICE CHAIR

The Foundation for Enhancing Communities

Attn: Jennifer Strechay

PO Box 678

Harrisburg, PA 17108-067

Ms. Strechay,

I write on behalf of Boys and Girls Club of Chambersburg and Shippensburg (BGCCS) in support of the its proposal to the TFEC for a grant to fund the 2021 Brain Gain Program for Summer Camp designed to mitigate learning loss over the summer school break, something that's especially timely now as children have been away from school much longer than usual due to the COVID-19 pandemic.

I strongly support this grant application and the focus on reducing the educational disparities among children from economically disadvantaged families in our community by increasing delivery of evidence-based interventions, such as the summer camp program.

While the average low-income U.S. student lost at least two months of learning last summer, the average Summer Brain Gain participant did not experience learning loss. Moreover, some Club members actually experienced gains in learning – especially in vital 21st century skills, like collaboration and critical thinking. This is very encouraging, given that most youth experience significant summer learning loss.

Through grants such as those from The Foundation of Enhancing Communities' Upstream grant, BGCCS can continue and expand the impact of its summer camp programming. I urge you to invest in this worthwhile, long-standing community member and its Summer Brain Gain program.

Sincerely,

A handwritten signature in black ink that reads "Mark K. Keller".

Mark K. Keller  
Pennsylvania State Representative  
86th Legislative District

ROB KAUFFMAN, MEMBER  
89<sup>TH</sup> LEGISLATIVE DISTRICT



House of Representatives  
Commonwealth of Pennsylvania  
Harrisburg

COMMITTEES

MAJORITY CHAIRMAN,  
JUDICIARY COMMITTEE

---

CONSUMER AFFAIRS

---

RULES

July 6, 2020

The Foundation for Enhancing Communities  
Attn: Jennifer Strechay  
PO Box 678  
Harrisburg, PA 17108-067

Ms. Strechay,

The Boys and Girls Club of Chambersburg and Shippensburg (BGCCS) is once again asking for funding to support their terrific Summer Camp and Brain Gain Program. I encourage a full review of their application.

Summer Brain Gain is especially relevant this year as instruction and learning ended in March in most School Districts across our Commonwealth due to COVID-19. The goal of the program is to mitigate the normal two-month learning loss for lower income children over their summer break. Most participants show no learning loss as they successfully move up to the next grade, while some experience gains in significant areas, like group collaboration and critical thinking. For those reasons, I believe this worthy cause deserves the utmost consideration.

I applaud the fine work the Boys and Girls Club does for some of the most vulnerable members of our Community. They should absolutely be rewarded for it. Please do not hesitate to contact my office if I can provide any additional information to further their cause.

Best Regards,

A handwritten signature in blue ink that reads "Rob Kauffman". The signature is stylized and includes a long horizontal flourish at the end.

Rob Kauffman

## 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.*

<input checked="" type="checkbox"/>	<b>President/CEO</b>	_____	Maggie Lattin
		Ink Signature	Digital Signature
x	<b>Board President</b>	_____	Randy Wilson
		Ink Signature	Digital Signature

### 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.

### QUESTIONS

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