



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 or 717-236-5040 with questions.

APPLICANT PROFILE

Applicant Organization Name

The Salvation Army, Lebanon Corps

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

Michael J. Southwick, Esq. General Counsel and Legal Secretary, Michael.southwick@use.salvationarmy.org, 845-620-7329;
Locally: Lt. Marlon & Ivonne Janet Rodriguez, Marlon.rodriguez@use.salvationarmy.org, Ivonne.rodriguez@use.salvationarmy.org,
717-273-2655

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

Applicant Organization's Physical Address

The Salvation Army-Lebanon, 1031 Guilford Street, Lebanon, PA 17046

Applicant Organization's Address for Mailed Communications

The Salvation Army-Lebanon, 1031 Guilford Street, Lebanon, PA 17046

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

Name, Title, Email, Phone of Contact Completing Application

Eileen Lippman, Divisional Grants and Stewardship Manager, Eileen.lippman@use.salvationarmy.org,
856.985.7044

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

Organization's Mission Statement

The Salvation Army, an international movement, is an evangelical part of the universal Christian church. Its message is based on the Bible. Its ministry is motivated by the love of God. Its mission is to preach the gospel of Jesus Christ and to meet human needs in His name without discrimination.

Organization History (Do not exceed this page)

The Salvation Army was founded in London in 1865, and was founded locally in Lebanon, PA in 1915. Current programs in operation include Emergency Services assistance (food, rental and utility), vouchers for clothing and household goods, Social Services case management, youth programs, and a plethora of spiritual activities.

PROJECT PROFILE

Project Title

Emergency Services Assistance Program

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>EDUCATION</p> <p><input type="checkbox"/> Programs & projects that focus upon or nurture access to early childhood education</p> <p><input type="checkbox"/> Education & development programs for children & youth</p> <p><input type="checkbox"/> Educational programs serving adults</p>	<p>ENVIRONMENT & PARKS</p> <p><input type="checkbox"/> Environmental stewardship</p> <p><input type="checkbox"/> Horticulture & the arts</p> <p><input type="checkbox"/> Health & environment</p> <p><input type="checkbox"/> Park beautification & improvement</p>
<p>HEALTH</p> <p><input type="checkbox"/> Health & 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 & human services</p> <p><input type="checkbox"/> HIV & 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>HOMELESSNESS</p> <p><input type="checkbox"/> Homelessness & hunger</p>
<p>MENTAL HEALTH</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>SENIORS</p> <p><input type="checkbox"/> Programs & projects serving older adults</p>
<p>COMMUNITIES OF FOCUS</p> <p><input type="checkbox"/> Disaster relief & 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 & 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

40	Total number of ADULTS served
90	Total number of CHILDREN (ages 17 and under) served
130	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.

The Salvation Army's Emergency Services Assistance Program provides clients with rental/utilities and food assistance. Lebanon is an area stricken with poverty. Since the onset of COVID-19, assistance requests have surged. We are now receiving over 300 requests a day for emergency food assistance. Our Second Harvest Food Distribution program, offered twice a month, serves at least 600 families at each distribution. Before the pandemic, we provided rent and utility assistance; after the pandemic began, we were referring individuals to an agency the Commonwealth recommended for help. As we begin pivoting to the recovery phase of our response, we would like to restart our rent and utility program to be able to provide this assistance to the community directly. We receive at least one call a day requesting either utility or rental assistance and we would like to be able to meet this need. When workers lose the weekly \$600 federal pandemic unemployment assistance which is set to expire by the end of July, we anticipate receiving many more calls. When the moratorium on evictions is lifted, even more of our neighbors will be impacted. Please join with us in building a wall upstream to prevent them from falling.

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 Salvation Army's Social Services office provides a myriad of assistance programs to community members, including rental/utilities and food assistance. The assistance given is often sufficient to help stabilize the financial situation of the client, enabling them to get back on their feet and successfully move forward towards a better future.

Lieutenant Ivonne Rodriguez, Commanding Corps officer of The Salvation Army – Lebanon, shared how one young mother was able to stabilize her family's situation after receiving rental assistance. "She told us, 'I just need \$250 for my rent. I already paid part of it.' She was very sincere," Lt. Ivonne explained. "She was working two jobs. She said she didn't want to be out on the street. I saw her face and that touched my heart. We opened a case for her. We called her landlord, who told us this young lady was fine - she just needed part of the rent, and then everything would be okay. We told the landlord we were going to provide the rest of the rent for her. That was a blessing."

Afterwards, Lt. Ivonne would see the young mother walking with her baby down the street. She currently works at a supermarket near The Salvation Army building and is now financially stable. "That was gratifying for me to be able to help her," said Lt. Ivonne. The young woman was very thankful for the help, and arranged with her manager at the supermarket to coordinate a food donation to The Salvation Army.

Audience Served: The Salvation Army's Social Services Office assists underserved community members residing in the the Lebanon, PA area. This audience was selected because they are most in need of the Emergency Services Assistance Program, including rental/utilities and food assistance.

Upstream Justification:

When walking upstream in Lebanon, PA, you will see many people falling into the river of economic despair. Once they have fallen into this river, a downward spiral begins, one of disrupted financial stability and negative lasting effects that can have an impact on mental health. Rescuing those who have fallen takes much greater effort than preventing them from falling in the first place. The Salvation Army aims to help families and individuals who are struggling financially to regain their footing and build a wall which will prevent them from falling – a wall that consists of assistance with rent, utilities and food, and helping clients budget their money so they will not lose their footing again. This will enable clients to stay on their feet and provide them with the support they need to avoid the traumatic and damaging loss associated with economic instability and possible eviction.

Pennsylvania reimposed statewide restrictions on July 16, affecting many local businesses and potentially causing more layoffs and reduction in employee hours. The Lebanon community is facing a wave of evictions as the \$600 weekly federal government pandemic assistance payments run out on July 31, and the moratorium on evictions is lifted on August 31. Many out-of-work community members have little financial cushion and few choices when looking for new housing. The hardest hit are tenants who had low incomes and little savings even before the pandemic, and whose housing costs ate up more of their paychecks. They were also more likely to work in industries where job losses have been particularly severe, such as the hospitality and retail industries.

Eviction is a massive disruption to tenants and their families. Evicted tenants must find new housing, pay a security deposit and first month's rent, pay for a moving truck, miss work and make a significant investment of time and energy. For low to middle-income tenants, this can present insurmountable financial and emotional obstacles.

The effects of eviction are both immediate and long lasting. An eviction negatively impacts one's credit, and as a result, many landlords will not rent to individuals who have gone through this process. The indication of an eviction on a person's record can also bar them from accessing affordable housing. Landlords can use prior evictions as a screening mechanism, pushing families into worse housing and worse neighborhoods than before the eviction.

By stepping in to help those who are struggling to stay afloat and remain in their homes, The Salvation Army seeks to prevent the negative economic effects that ensue when people fall so far behind in paying their bills that they are unable to catch up. By providing utility and food assistance, The Salvation Army enables community members to put the money they have saved from purchasing food/utilities towards rent and other essential bills so they don't slip further into debt.

Grant funds will be used to assist families and individuals with rent, utilities, and food. The funds will be used to pay landlords, utility providers and used to purchase food for distribution to clients. Requests for assistance will be approved on a case-by-case basis.

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.

The Emergency Services Assistance Program will be available through The Salvation Army's Social Services office, located at 1031 Guilford Street Lebanon, PA 17046. The Social Services office closed during the pandemic and will be reopening on September 7. The Social Services office will be open Monday through Friday, from 9:00 am to 3:00 pm by appointment only.

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: The Salvation Army's Social Services Office provides assistance with many needs including vouchers for clothing and household goods, food, personal hygiene items, Christmas assistance, holiday meals, and referrals to other agencies. The Social Services Office serves as a "one-stop shop" where individuals and families are either provided with a needed service, or directed to an more appropriate agency.

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.*

Central PA Food Bank

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.*

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.

Lebanon County Christian Ministries (LCCN) provides shelter, clothing, and sponsors a daily free noon meal. The Salvation Army has a positive working relationship with LCCN. The Salvation Army refers clients to LCCN for shelter, and LCCN refers clients to The Salvation Army for food assistance.

Community Action Program (CAP) provides programs such as child care assistance, rental help, transportation, case management, shelter, and transitional housing. The Salvation Army has a positive working relationship with CAP. During the pandemic, The Salvation Army has been sending clients in need of rental assistance or shelter to CAP. When the moratorium on evictions in Pennsylvania is lifted on August 31, we anticipate a large increase in rental assistance requests. The Salvation Army will resume rental assistance on September 7, and will work with CAP to meet that increase in requests.

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.

- 1) 20 households will increase or maintain their ability to pay their rent/utilities through financial assistance offered via the Emergency Services Assistance Program.
- 2) 100% of individuals will maintain or enhance their access to healthy food as a result of assistance offered via the Emergency Services Assistance Program.
- 3) 50% of individuals will maintain their housing as a result of rental assistance offered via the Emergency Services Assistance Program.

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)?

The project will be documented by case files and a monthly stat report. We will record numbers served by the Emergency Services Assistance Program (including children in the household). Each client will receive a follow-up call one month after their service to determine if the program was successful in helping them to maintain their housing, utilities and food stability.

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.

If the proposal is not funded at the level requested, we will still be able to implement the project; however, we will not be able to provide as many individuals and families with assistance.

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 Salvation Army – Lebanon has received a grant award of \$2,500 from The Foundation for Enhancing Communities Covid-19 Community Response Fund. A grant from TFEC Greater Harrisburg Foundation Upstream Grant will allow The Salvation Army to assist more of those in the Lebanon community who will be in need of emergency services assistance in the months ahead.

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.

The Salvation Army Corps deficit was **\$112,231** for FYE2019. The Corps deficit was covered by Divisional Headquarters on a consolidated basis. The Divisional Finance department is working with the Corps on cost savings/efficiency measures while the Divisional Development department works with them on additional funding sources to close the financial gap locally.

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.

The goal of The Salvation Army is to preach the gospel of Jesus Christ and to meet human needs in His name without discrimination. The Salvation Army does not discriminate against anyone based on race, religion, gender, sexual orientation, cultural differences, or any other factors in any of their programs.

The Social Services office is located in a handicapped accessible building. The Social Services Coordinator is bilingual and can accommodate Spanish-speaking clients.

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>
Rental/Utility Assistance		\$	The Foundation for Enhancing Communities COVID-19 Community Response Fund \$2,500	C	\$2,500
Rental/Utility and Food Assistance		\$9,091		P	\$9,091
Social Service Administration		\$909		P	\$909
		\$			\$
		\$			\$
		\$			\$
		\$			\$
		\$			\$
		\$			\$

TOTALS	\$10,000	\$2,500		\$12,500
	Total: Requested Grant Funds	Total: Other Funding Sources		PROJECT TOTAL



THE SALVATION ARMY- LEBANON
1031 Guildford Street Lebanon, PA 17046
717-273-2655/717-273-1333

(2020) Board of Directors:

Guie Lebo – Chairman of the Advisory Board

Address: Lebanon PA 17042

Phone Number: 717-314-8477

Email: guie@thelebogroup.com

Professional Affiliations: Retired

Melissa Heisler – Assistant Chairman of the Advisory Board

Address: Lebanon PA 17042

Phone Number: 717-376-4202

Email: mheisler@fult.com

Professional Affiliations : Fulton Bank

Bill Bishop– EDS Chairman

Address: Lebanon PA 17042

Phone Number: 717-269-7779 (Mobile)

Email: Bkbish365@msm.com

Professional Affiliations: Retired

Brian Nornhold– Finance Chairman

Address: Annville, PA 17003

Phone Number: 717-867-8381 (Work) 717-228-9564 (Mobile)

Email: bnornhold@comcast.net

Professional Affiliations: CPA, Nornhold & Associates

Barbara Kauffman – PR Chairman

Address: Palmyra PA 17078

Phone Number: 717-838-3668 (Mobile)

Email: barb@kauffmancreative.com

Professional Affiliations : Retired



Darryl Loose – **Property Chairman**

Address: Palmyra PA 17078

Phone Number: 717-644-9237 (Work)
717-644-9237 (Primary)
717-644-5479 (Mobile)

Email: DLoose62@outlook.com

Professional Affiliations : Financial Advisor

Steve Alger – **Board Member**

Address: Cambelltown, PA 17010

Phone Number: 717-309-4519

Email: Alger.steve20@gmail.com

Professional Affiliations : Retired

Bill and Josie Ames – **Board Member**

Address: Annville PA 17003

Phone Number: 717-838-0347 (Primary)
717-554-6555 (Mobile)
717-838-0347 (Home)

Email: bill@ameshomeservices.com
jo@ameshomeservices.com

Professional Affiliations : Ames Home Services

Steven Holzman – **Board Member**

Address: Lebanon PA 17042

Phone Number:

Email: Smholz1970@yahoo.com

Professional Affiliations : Penn State Health

Joseph Morales – **Board Member**

Address: Lebanon PA 17042

Phone Number: 717-675-1382 (Work)
717-222-0226 (Mobile)

Email: Joseph.o.morales@live.com

Professional Affiliations : Lebanon County Department of Emergency Services

Sean Osborne – **Board Member**

Address:

Phone Number: 717-274-6854 (work)
717-828-2392 (Mobile)

Email: sosborne@fultonbank.com

Professional Affiliations : Fulton Bank



Traci Unal – Board Member

Address: Palmyra, PA 17078

Phone Number: 717-839-5418 (Work)
717-269-3423 (Mobile)

Email: Traci.unal@northwest.com

Professional Affiliations : Banker, Northwest Bank

Terry Weaver – Board Member

Address: Lebanon, PA 17042

Phone Number: 717-269-3622

Email: vafootodoc@comcast.net

Professional Affiliations : Podiatrist

Amy Wise – Board Member

Address: Lebanon, PA 17042

Phone Number: 717-304-2829

Email: Arw6160@gmail.com

Professional Affiliations :

Bret Wiest – Board Member

Address: Fredericksburg PA 17026

Phone Number: 717-507-9073 (Mobile)

Email: wiest@buzgondavis.com

Professional Affiliations : Attorney, Buzgon Davis Law Offices



July 27, 2020

Greater Harrisburg Community Foundation
200 N. 3rd Street – 8th Floor
Harrisburg, PA 17101

On Behalf Of: The Salvation Army in Lebanon
2020 Greater Harrisburg Community Foundation
Upstream Grant Application

The Central Pennsylvania Food Bank, with offices located in Harrisburg and Williamsport, supports a network of more than 900-member agencies, direct service programs, and subsidiary affiliates that distribute food and grocery items to families in need throughout 27 counties in central Pennsylvania. To qualify for membership with the Food Bank, each member agency must meet strict guidelines and criteria established by not only the Food Bank, but also the IRS and Feeding America... our nation's food bank network. Each member is audited on a biennial basis to assure compliance with membership and IRS regulations related to the distribution of donated food.

Please be advised that The Salvation Army located in Lebanon, PA is an affiliate member in good standing with the Central Pennsylvania Food Bank and Feeding America's network of more than 60,000 local agencies. This agency provides disadvantaged families with access to nutritious food and shelter.

This past fiscal year, July 1, 2019 through June 30, 2020, The Salvation Army has received more than 168,597 pounds of inventory from the Central Pennsylvania Food Bank. This poundage, based on USDA meal figures, equates to more than 140,497 meals. If purchased on the wholesale market, and per the KPMG assessed value of \$1.62 per pound, inventory received is valued at more than \$273,126.33. Thanks to their efficient management of their grant and private funds, The Salvation Army has kept their overall cost of food received from our warehouse at \$0.02 per pound!

We support The Salvation Army - Lebanon in their endeavors and ask that you consider providing this grant request. Thank you for your consideration. If you would like additional information about our services or membership guidelines, or our relationship with this agency, please contact me at 717-564-1700.

Sincerely,

Director of Agency Services and Outreach
cc: Agency File

www.centralpafoodbank.org

3908 Corey Road **Harrisburg**, PA 17109-5929 Phone: (717) 564.1700 Fax: (717) 561.4636
3301 Wahoo Drive **Williamsport**, PA 17701-9205 Phone: (570) 321.8023 Fax: (570) 321.8024

Partner Agency Dashboard - Fiscal Year 2019-20

THE SALVATION ARMY - LEBANON

Lebanon County

NUTRITION INFORMATION

80%

Foods to Encourage (F2E)

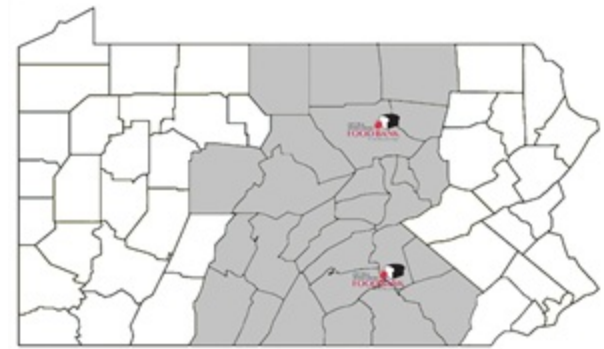


LBS. PER PRODUCT TYPE

- Fruits and Vegetables: 56,719
- Protein: 31,365
- Whole Grains: 24,432
- Dairy: 19,117
- Produce Percent: 17%

FINANCIAL INFORMATION

Cost per Pound:	\$0.02
Overall Cost:	\$3,689.18
Paid by Grants:	\$969.96
Wholesale Value:	\$273,126.33
Donated Pounds:	40,789
Purchased Pounds:	20,370
USDA Pounds:	98,407
Food Rescue Pounds:	4,544



IMPACT INFORMATION



Pounds Distributed: 168,597



Meals Provided: 140,497



Total Families: 5,844
New Families: 510
Clients: 7,840

Average Families/Month: 487

Average Pounds/Family: 29

Lebanon County Overview

Food Insecurity:	9.1%
Population:	137,616
Pounds Distributed:	1,695,761
Meals Provided:	1,413,134
Produce Lbs:	360,924

(All data is accurate as of 7/9/2020)

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**
Michael J. Southwick
Secretary



Ink Signature

Click or tap here to enter text.
Digital Signature

- Board President**
Richard D. Allen
Assistant Secretary - Legal



Ink Signature

Click or tap here to enter text.
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 or 717-236-5040.