



2016 S.L. Gimbel Foundation Fund Grant Application

\$ 45,000

8

Internal Use Only:
Grant No. 20160255

GRANTEE I.D.: 22483

Organization / Agency Information

Organization/Agency Name: Planned Parenthood Keystone		
Physical Address: 5920 Hamilton Boulevard		City/State/Zip: Allentown, PA 18106
Mailing Address: PO Box 813		City/State/Zip: Trexlertown, PA 18087
CEO or Director: Leslie K. Brown		Title: Interim CEO
Phone: 610-628-0607	Fax: 610-481-0486	Email: lbrown@planitpa.org
Contact Person: Casey E. Roncoroni		Title: Director of Development
Phone: 610-709-6080	Fax: 610-481-0486	Email: croncoroni@planitpa.org
Web Site Address: www.planitpa.org		Tax ID: 23-2450112

Program / Grant Information

Interest Area: Animal Protection Education Environment Health Human Dignity

Program/Project Name: LGBTQA+ Youth Project			Amount of Grant Requested: \$50,000 45,000
Total Organization Budget: \$11,616,493	Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100): 83%	Per 990, Percentage of Management & General Expenses Only (Column C / Column A x 100): 14%	Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100): 17%
Purpose of Grant Request (one sentence): PPKey respectfully requests \$50,000 from the S.L. Gimbel Foundation Fund to support its LGBTQA+ Youth Project, which aims to provide a safe, supportive and empowering environment for LGBTQA+ youth.			
Gimbel Grants Received: List Year(s) and Award Amount(s) PPKey has never received an award from the Gimbel Foundation			

Signatures

Board President / Chair: (Print name and Title) Alexander B. Reber	Signature: 	Date: 2/17/10
Executive Director/President: (Print name and Title) Justin K. Ryan	Signature: 	Date: 2/17/14

I. Organization Background; Target Populations

Planned Parenthood Keystone (PPKey) is the result of a July 2013 merger bringing together Planned Parenthood of Central Pennsylvania with Planned Parenthood of Northeast Mid-Penn & Bucks County. Many of the regions served by PPKey were once independent affiliates, some of which have been providing essential health care services to Pennsylvania residents since the 1920s. The mission of Planned Parenthood Keystone is to provide and promote access to the essential health care services and comprehensive education people need to live healthier lives and to build strong communities.

Specifically, Planned Parenthood offers: Health Care Services- PPKey serves nearly 40,000 patients annually with essential health care services at 15 medical centers. All patients are served regardless of their ability to pay. Many are uninsured or underinsured and for that reason their annual visit to PPKey may be the only health care they receive the entire year. Education- PPKey provides comprehensive, medically accurate and age-appropriate sexuality and reproductive health education to over 10,000 young people annually. PPKey delivers preventative education within its medical centers and through partnerships with schools, colleges, treatment facilities, community and faith based organizations throughout the service area. Advocacy- PPKey supports an individual's right to make informed decisions regarding their health while advocating public policies which guarantee these rights and ensure access to such services.

PPKey's leadership, dedicated staff, and supporters have grown the organization into a strong and vibrant provider of essential health care services. Recent accomplishments include: Full implementation and meaningful use of Electronic Health Records (EHR)- ensuring vulnerable populations are cared for with the highest levels of confidentiality, efficiency and transparency available in the field of health care; Online Appointment Scheduling (OAS)- allowing a patient to schedule same day or next day appointments through the convenience of PPKey's website; and The Patient Portal- making EHR accessible and understandable to patients and medical staff.

PPKey serves 37 counties throughout the state of Pennsylvania, which is home to 43% of Pennsylvania residents. The vast geographic nature of the affiliate embodies varying types of settings; including urban, rural, and suburban. The affiliate serves women, men, and young people of all backgrounds, although the majority of patients fall below the federal poverty level.

II. Project Information

According to research carried out by Advocates for Youth, a global nonprofit organization focusing on adolescent sexual and reproductive health; homophobia, transphobia, and heterosexism in our communities “all contribute negatively to LGBTQ youth's mental, spiritual, emotional, and physical well-being”, as evidenced by high rates of attempted and completed suicide, violence victimization, substance abuse, teenage pregnancy, truancy, school dropout, family problems, homelessness and HIV/Sexually Transmitted Infections (STIs) associated risky behaviors.¹ Middle school and high school can be an especially difficult time for LGBTQ students. Lambda Legal Defense Fund, reports that: 84.6% of LGBTQA students have been

¹Garofalo R et al. Sexual orientation and risk of suicide attempts among a representative sample of youth. Arch Pediatr Adolesc Med 1999;153

verbally harassed; 40.1% have been physically harassed; and 55% have experienced electronic harassment, dubbed “cyberbullying.”²

LGBTQ youth are at risk from preventative health conditions brought about by unprotected sex, suicide ideation and drug use. Poor familial relations has been cited as a major reason for these negative health trends. Unsupported LGBTQ youth are: 8 times more likely to report having attempted suicide; nearly 6 times as likely to report high levels of depression; more than 3 times as likely to use illegal drugs; and 3 times as likely to be at high risk for HIV and sexually transmitted diseases.

Each year, PPKey serves over 10,000 unique individuals through its education services, and over 300 are youth participants in one of the following programs, which are at the crux of the *LGBTQA+ Youth Project: The Spectrum* (Berks County) *The Curve* (York County), and *The Rainbow Room* (Bucks County). The *LGBTQA+ Youth Project* is supported by two community health educators, the Education & Training Manager, and overseen by the Senior Director of Education & Training.

PPKey’s *LGBTQA+ Youth Project* is a small but vital project within the organization’s Education Department. The *LGBTQA+ Youth Project* provides a safe, supportive, and empowering environment for LGBTQ youth who are at risk for harassment, bullying, and discrimination in their social environments, schools and home life. Through opportunities to socialize, volunteer and lead, the program equips young people with the skills they need to develop a vital support network. In doing so, young people experience greater cohesion and support from families and friends. Through ongoing sexuality education youth are empowered with the information they need to make healthy choices regarding serious health behaviors. Youth are also informed on where to access essential health care including STD testing and treatment, birth control, emergency contraception, Pap Tests and cancer screening services. Through collaboration the program builds understanding and cohesion within the community. In doing so, youth experience greater inclusion in accessing institutions such as schools, colleges and work places. The objectives of the *LGBTQA+ Youth Project* are:

Objective I: To significantly impact the lives of LGBTQ youth by inspiring positive shifts in personal self image, relationships and support networks.

Activities: Hold one *Youth Development Summit* that will bring at least 80 *The Rainbow Room*, *Spectrum*, and *The Curve* participants together to provide an opportunity for youth to plan and implement an event as a team.

Objective II: To increase knowledge of gender and sexual identity and sexual health.

Activities: Provide 275 hours of programming to LGBTQ youth focused on inclusive sexuality education, life skills, advocacy, and recreation through weekly sessions of *The Rainbow Room*, *The Spectrum*, and *The Curve*.

Objective III: Educate youth serving professionals on LGBTQ youth to ensure cultural competence, health education and support for these youth.

² <http://www.lambdalegal.org/issues/teens>

Activities: Conduct 12 professional development trainings focused on supporting LGBTQA+ youth to organizations who serve youth.

The timeline for the LGBTQA+ Youth Project is as follows:

Summer 2016: work plan for the project is created; FY17 programming begins at all three sites; professional training outreach plan is created; planning for Youth Development Summit begins; 1st quarter evaluations administered to participants; and outreach for professional trainings is completed.

Fall 2016: Site and speakers determined for Youth Development Summit; 2nd quarter evaluations administered to participants; and, by the end of December, 6 of our professional trainings will have been delivered.

Winter 2017: Outreach for the Youth Development Summit begins; 3rd quarter evaluations administered to participants; and all logistics (transportation, food, and agenda) for Youth Development Summit are completed.

Spring 2017: Youth Development Summit is conducted; 4th quarter evaluations administered to participants; year-end summary report is created; and, by the end of June, 12 total professional trainings will have been delivered.

This program is open to 14 to 21 year olds and serves young people who identify as LGBTQA+. Over the past few years, estimates of the number of people in the United States who identify as LGBTQA+ vary from 3.4% (Gallup/Williams Institute) to 10% (Kinsey Institute). While the estimates vary, it is generally agreed that LGBTQ people are found in all walks of life, among all racial/ethnic groups, and at all socioeconomic levels. Individuals can become aware of same-sex attraction and gender dysphoria very early in life. However, since many youth begin to date and have relationships with one another in middle and high school, many LGBTQA+ youth begin to self-identify during this time.

Over the last two fiscal years, PPKey has witnessed a 50% growth in its *LGBTQA+ Youth Project*, and PPKey expects to reach an even greater number of participants in FY17 and beyond. The target for the program period (FY17) is to reach over 325 participants each year, and to retain a high number of visits recorded for each participant.

Statewide there are very few providers of services to the LGBTQA+ community. However, PPKey works to educate, inform and include local community organizations and schools to increase understanding, and improve accessibility to mainstream services. The Bradbury-Sullivan LGBT Community Center (formerly Pennsylvania Diversity Network) highlights just several other "LGBTQ friendly" organizations within our region; including, Central Bucks School District Gay Straight Alliance and Bucks County Council on Alcoholism & Drug Dependence, Inc. Juvenile Alcohol & Other Drug Awareness Program. PPKey's is unique in its specific focus and thorough understanding of the needs of the LGBTQA+ community and how to support LGBTQ participants. However, what makes PPKey especially unique and impactful is the two pronged approach to health care; delivering vital health and sexuality education in conjunction with accessible, affordable health care.

In addition to volunteers recruited by PPKey's Director of Marketing and Volunteers, former participants (who have aged out of the program) often become volunteers to help implement the program and lead weekly discussions

Managed by PPKey's Education Department, the anticipated outcomes of this project reflect the empowering impact of an education program tailored specifically to the needs of this marginalized group:

- Participants will agree that they feel comfortable with themselves, good about themselves, and safe at these programs;
- Participants will agree that they have strong support network of peers in the group;
- Participants will correctly identify three services that Planned Parenthood provides;
- Participants will correctly identify three ways to improve or protect their sexual health; and
- Participants can identify three ways to prevent STIs and HIV.

In order to ensure that these outcomes are met, the *LGBTQA+ Youth Project* is subjected to ongoing quarterly evaluation by the Education Department. Participants complete a quarterly survey that measures the outcomes identified above. Education staff utilize this information to help improve programming and best meet the needs of the youth we serve.

Funding from the *S.L. Gimbel Foundation Fund* would go towards a combination of salaries and programmatic expenses to implement *The Rainbow Room*, *The Spectrum* and *The Curve*, as well as to offer the first ever *LGBTQA+ Youth Summit*.

III. Project Future

PPKey continues to engage in community fundraising efforts to financially support the educational components of its services, including the *LGBTQA+ Youth Project*. In addition to community fundraising efforts that engage individual donors and foundations, PPKey hosts the event *Sing Out Loud and Proud* and *April Follies* to specifically benefit the *LGBTQA+ Youth Project*.

IV. Governance, Executive Leadership and Key Personnel/Staff Qualifications

PPKey's Board of Directors offer their time voluntarily. All Board Members participate in quarterly board meetings with the Interim CEO and other executive staff members. Each board member serves on a committee, setting strategy for key areas of the organization such as Development, Finance and Governance. Board Members develop important relationships within their local communities by attending PPKey partnership councils and events.

PPKey's Interim CEO reports to the Board of Directors and manages the Office of the President; overseeing Technology, HR and Security, External Affairs, Finance and Medical Services. Each department is overseen by a member of the Executive Team. The Chief Advancement Officer oversees External Affairs, which Education & Trainings is under. Education & Training is lead by professionals in the field of sexuality education. Education staff have published articles on *LGBTQA+ Youth*, participated in the planning committees and provided presentations at a number of important conferences including the PA Association of Drug Court Professionals, National Sex Ed Conference and PA Adolescent Sexual Health Conference.

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V. Project Budget and Narrative

Line Item Request	Line Item Explanation	Support From Your Agency	Support From Other Funders	Requested Amount From TCF	Line Item Total of Project
Rainbow Room Coordinator	\$14 x 6.5 hours per week x 52 weeks	\$0	\$0	\$4,000	\$4,732.00
Spectrum Coordinator/Education & Training Manager	\$19.50 x 6.5 hours per week x 52 weeks	\$0	\$0	\$4,000	\$6,591.00
The Curve Coordinator	\$16.77 x 6.5 hours per week x 52 weeks	\$0	\$0	\$4,000	\$5,668.00
Senior Director of Education & Training	\$33.82 x 3.5 hours per week x 52 weeks	\$0	\$0	\$4,000	\$6,155.00
Benefits for all project personnel	\$23, 146 total personnel x 29% benefits	\$0	\$0	\$4,000	\$6,712.34
Rainbow Room Rent	\$250 x 12 months	\$0	\$0	\$3,000	\$3,000
Travel/Mileage	3,500 miles X .50 p/m	\$0	\$0	\$1,750	\$1,750
Transportation Rental for Youth Development Event	2 buses x \$1,000 each	\$0	\$0	\$1,000	\$2,000
Food & Supplies for Youth Development Event	80 participants x \$12.50 each	\$0	\$0	\$1,000	\$1,000
Food & Supplies	\$150 p/m x 12 months x 3 programs	\$0	\$0	\$5,400	\$5,400
Safer Sex Supplies	\$60 x 5 cases of condoms= \$300 \$50 x 10 boxes of latex dams= \$500 \$100 x 2 cases of lubricant= \$200	\$0	\$0	\$1,000	\$1,000

Brochures & Printing	2,000 brochures x .25 each= \$500 \$500 one time cost for LGBTQA+ program promotional materials	\$0	\$0	\$1,000	\$1,000
Training Materials	12 trainings x \$62.50 each (folders, newsprint, other training supplies)	\$750	\$0	\$0	\$750
TOTALS:		\$750	\$0	\$45,000	\$45,758.34

34,150

B) Narrative: Planned Parenthood Keystone Budget Narrative

1. Personnel

Rainbow Room, Spectrum and The Curve Coordinators

Coordinate all weekly LGBTQA+ Youth Program activities including scheduling, facilitating programming, managing volunteers, and collecting and entering all required data. Coordinators will also help to deliver professional trainings on LGBTQA+ youth in the counties they serve.

Rainbow Room Coordinator \$14 hour 6.5 hours per week x 52 weeks = \$4,732.00

Spectrum Coordinator \$19.50 hour x 6.5 hours per week x 52 weeks = \$6,591.00

The Curve Coordinator \$16.77 hour x 6.5 hours per week x 52 weeks = \$5,668.00

Senior Director of Education & Training

Supervise LGBTQA+ Youth Program Coordinators. Oversee all program operations. Provide professional training on LGBTQA+ youth throughout PPKey's service area.

\$33.82 x 3.5 hours per week x 52 weeks = \$6,155.00

Benefits at 29%

\$23,146 total personnel x 29% benefits= \$6,712.34

2. Rent

The Rainbow Room meets in space that is rented from a local church. Rent is \$250 per month.

\$250 x 12 months= \$3,000

3. Travel/Mileage

Mileage is included to cover staff travel to programs each week, professional trainings, and the Youth Development Summit.

3,500 miles x .50 p/m= \$1,750

4. Youth Development Summit Costs

Transportation rental

Our programs span a large geography and transportation can be a barrier for youth. We hope to charter two buses to transport youth to a central location for our Youth Development Summit.

2 buses x \$1,000 each = \$2,000

Food & Supplies for Youth Development Event

These costs will cover meals, beverages, and other supplies needed for the Youth Development Summit.

80 youth x \$12.50 per youth= \$1,000

5. Program Costs

Food and Supplies for weekly programs

Each week we provide snacks and beverages to youth at our meetings. We also need to purchase supplies for crafts, activities, etc.

\$150 p/m x 12 months x 3 programs= \$5,400

Safer Sex Supplies

We distribute safer sex supplies such as condoms, latex dams, and water-based lubricant through our programs. This line item includes:

\$60 x 5 cases of condoms= \$300

\$50 x 10 boxes of latex dams= \$500

\$100 x 2 cases of lubricant= \$200

Total = \$1,000

Brochures & Printing

We distribute brochures on topics related to LGBTQ issues and sexual health at each of our program sites. We also print a promotional two sided card that we distribute to the community to help increase access to our programs.

2,000 brochures x .25 each= \$500

\$500 onetime cost for LGBTQA+ program promotional materials

Total = \$1,000

6. Training Materials

We will provide each professional training participant with a folder including handouts, resources, etc. We will purchase training supplies including newsprint, markers, tape. We will also raffle off one book or training manual related to LGBTQA+ youth at each session.

12 trainings x \$62.50 each (folders, newsprint, other training supplies) = \$750

Total Budget= \$45,758.34

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VI. Sources of Funding: Please list your current sources of funding and amounts.

Secured/Awarded for PPKey's LGBTQA+ Project FY2017

Name of Funder: Foundation, Corporation, Government	Amount
<i>No funds have been secured for FY2017</i>	

Pending PPKey's LGBTQA+ Project FY2017

Name of Funder: Foundation, Corporation, Government	Amount	Decision Date
Sing Out Loud & Proud: Fundraising Event	\$5,000	April 2017
April Follies: Fundraising Event	\$800	April 2017
H.M. Rehymer Trust	\$4,000	April 2017

Diversity of Funding Sources: A financially healthy organization should have a diverse mix of funding sources. Complete those categories that apply to your organization using figures from your most recent fiscal year.

Funding Source FY2015	Amount	% of Total Revenue	Funding Source	Amount	% of Total Revenue
Contributions	\$ 2,823,372	23%	Patient Fees	\$4,999,333	41%
Fundraising/Special Events	\$127,473	1.8%	Interest Income	\$	
Corp/Foundation Grants	\$353,599	3%	Other: Assets Released	\$753,423.00	6%
Government Grants	\$3,081,753	25%	Other: Investments	\$27,084.	.22%

Notes: The numbers above from the FY15 Financial Statements. While the statements have been audited, they have not been approved by the Board of Directors.

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VII. Financial Analysis

Agency Name: Planned Parenthood Keystone

Most Current Fiscal Year (Dates): From 07/01/2013 to: 06/30/2014

Please Note: PPKey's 990 Extension for FY2014 has been included in this packet

This section presents an overview of an applicant organization's financial health and will be reviewed along with the grant proposal. Provide all the information requested on your **entire organization**. Include any notes that may explain any extraordinary circumstances. Information should be taken from your most recent 990 and audit. **Double check your figures!**

Form 990, Part IX: Statement of Functional Expenses

1) Transfer the totals for each of the columns, Line 25- Total functional expenses (page 10)

(A) Total Expenses	(B) Program service expenses	(C) Management & general expenses	(D) Fundraising expenses
✓ \$ 11,616,493	✓ \$9,630,152	✓ \$1,619,683	✓ \$366,658

2) Calculate the percentages of Columns B, C, and D, over A (per totals above)

- Program services (B) – A general rule is that at least 75% of total expenses should be used to support programs
- Management & general administration (C) – A general rule is that no more than 15% of total expenses should be used for management & general expenses
- Fundraising (D) – A general rule is that no more than 10% of total expenses should be used for fundraising

(A) Total Expenses	(B) Program service expenses	(C) Management & general expenses	(D) Fundraising expenses
	Columns B / A x 100	Columns C / A x 100	Columns D / A x 100
Must equal 100%	✓ 83%	✓ 14%	✓ 3%

3) Calculate the difference between your CURRENT year budget for management & general expenses and your previous management & general expenses per your 990 (Column C)

Percentage of Organization's <u>Current</u> Total Budget used for Administration	Column C, Management & general expenses per 990 above	Differential
18 %	14 %	4 %

If the differential is above (+) or below (-) **10%**, provide an explanation:

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Quick Ratio: Measures the level of liquidity and measures only current assets that can be quickly turned to cash. A generally standard Quick Ratio equals 1 or more.

Cash	+ Accounts Receivables	/Current Liabilities	= Quick Ratio
\$143,256	\$2,442,262	\$693,222	3.%%

Excess or Deficit for the Year:

Excess or (Deficit) Most recent fiscal year end FY14	Excess or (Deficit) Prior fiscal year end FY13
\$- 603,029	\$-126,663- PPCP \$457,021- PPNEMPB

Notes: Because PPKey's audit has not been approved by the Board of Directors, the above are a reflection of our most recent audited (and approved) numbers (FY14 & FY13). During FY13, Planned Parenthood Central Pennsylvania (PPCP) was under a management contract with Planned Parenthood Northeast Mid-Penn & Bucks County (PPNEMPBC) and two audited statements were completed. In FY14, PPCP and PPNEMPBC merged into the newly formed Planned Parenthood Keystone (PPKey)

VIII. Application submission check list:

	<u>Submit FOUR (4) Copies: 1 ORIGINAL (WITH ORIGINAL SIGNATURES) and 3 copies, collated and stapled together of the following:</u>		<u>Submit ONE (1) Copy:</u>
X	Completed Grant Application Form (cover sheet, narrative (4 pages maximum), budget page and budget narrative (see sample) and sources of funding, financial analysis page	X	A copy of your current 501(c)(3) letter from the IRS
X	A list of your Board members and their affiliations	X	A copy of your most recent year-end financial statements (audited if available; double-sided)
X	Your current operating budget and the previous year's actual expenses (see sample Budget Comparison)	X	A copy of your most recent 990 (double-sided)
X	Part IX only of the 990 form, Statement of Functional Expenses (one page). If you completed a 990-EZ, fill out the attached Part IX, Functional Expenses of the 990 form using figures from your 990-EZ		
	For past grantees, a copy of your most recent final report.		

Board of Directors Affiliations FY 2016

Name	City	County	Occupation
Tracy Benenson	York	York	Respiratory Therapist, York College/York Hospital
Miriam Chaloff	Washington Crossing	Bucks	Attorney
Tiffany Griffiths	Scranton	Lackawanna	Psychiatrist, Psy.D. & Associates Inc.
Janet Gross	Allentown	Lehigh	Retired
Jan Hodges, Treasurer	Carlisle	Cumberland	Retired
Debbie Hutchison, Vice Chair	Doylestown	Bucks	Owner, Davenport Interiors LLC
Carol Johnson	Yardley	Bucks	Retired
Jennifer Kitchen	Yardley	Bucks	Doctor, Internal Medicine, St. Mary's Hospital
Steve Koehler	York	York	Attorney, Shumaker Williams
David Leader, Assistant Treasurer	Hummelstown	Dauphin	President/CEO, Providence Place Senior Living
Shawn Murphy	Dallas	Wyoming	Retired
Kathryn O'Neill	Wilkes-Barre	Luzerne	Non Profit Director, Commission Economic Opportunity
Marianne Phillips	Allentown	Lehigh	Retired
Sully Pinos	York	York	Chief of Staff, Office of Representative Kevin Schreiber
Alex Reber, Chair	Harrisburg	Dauphin	Accountant, Miller Dixon Drake
David Rheinheimer	East Stroudsburg	Monroe	Professor, East Stroudsburg University
Jessica Ritchie	Harrisburg	Dauphin	Development, Pinnacle Health Foundation
Karen Robbins	Newtown	Bucks	Wealth Advisor, UBS Investments
Hallie Schorman	Lancaster	Lancaster	Brand Manager, Taylor Brand Group
Martin Siegel	Hershey	Lebanon	Attorney, Department of Environmental Protection
Cathy Stouch	York	York	Owner, Stouch's Auto Repair
Shaleeta Washington, Secretary	York	York	Attorney, Highmark Insurance
John Watkins	Fleetwood	Berks	Owner/Architect, Watkins Architect

**Planned Parenthood Keystone
Budget Comparison**

	Actuals FY15	Budget FY16
Revenue		
Fundraising	\$3,657,021.00	\$2,160,000.00
Medical Revenue	\$8,040,391.00	\$9,529,979.00
Other Revenue	\$342,923.00	\$251,600.00
Total Revenue	\$12,040,335.00	\$11,941,579.00
Expenses		
Personnel Costs	\$5,848,058.00	\$5,722,057.00
Contracts and Other Prof Fees	\$1,211,821.00	\$1,115,583.00
Supplies	\$1,342,542.00	\$1,321,638.00
Occupancy	\$1,091,925.00	\$1,042,870.00
Travel	\$105,650.00	\$109,449.00
Communication	\$580,092.00	\$573,659.00
Administrative	\$524,019.00	\$472,826.00
Pmt to Affiliate Organizations	\$239,281.00	\$240,000.00
Depreciation	\$405,104.00	\$399,375.00
Total Operating Expenses	\$11,348,492.00	\$10,997,457.00

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to governments and organizations in the United States. See Part IV, line 21				
2 Grants and other assistance to individuals in the United States. See Part IV, line 22				
3 Grants and other assistance to governments, organizations, and individuals outside the United States. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	357,570.	277,227.	67,986.	12,357.
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	4,508,962.	3,497,689.	857,491.	153,782.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits	486,440.	372,788.	92,041.	21,611.
10 Payroll taxes	359,525.	277,521.	66,291.	15,713.
11 Fees for services (non-employees):				
a Management				
b Legal	18,240.		18,240.	
c Accounting	29,700.		29,700.	
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Sch O.)	838,434.	785,021.	43,735.	9,678.
12 Advertising and promotion	78,495.	53,661.	20,674.	4,160.
13 Office expenses	425,914.	322,719.	36,479.	66,716.
14 Information technology	137,172.	110,484.	17,921.	8,767.
15 Royalties				
16 Occupancy	664,388.	574,363.	48,163.	41,862.
17 Travel	141,753.	91,047.	39,380.	11,326.
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest	16,645.		16,645.	
21 Payments to affiliates	188,300.	188,300.		
22 Depreciation, depletion, and amortization	375,164.	292,776.	82,388.	
23 Insurance	189,829.	137,246.	47,099.	5,484.
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a CONTRACEPTIVE SUPPLIES	993,003.	992,324.	607.	72.
b BAD DEBT EXPENSE	556,968.	556,968.		
c MEDICAL SUPPLIES	326,822.	325,413.	1,117.	292.
d				
e All other expenses	923,169.	774,605.	133,726.	14,838.
25 Total functional expenses. Add lines 1 through 24e	11,616,493.	9,630,152.	1,619,683.	366,658.
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation.				

Check here if following SOP 98-2 (ASC 958-720)

Planned Parenthood Keystone Budget Narrative

Original Budget

Youth Development Summit Costs

Transportation rental

Our programs span a large geography and transportation can be a barrier for youth. We hope to charter two buses to transport youth to a central location for our Youth Development Summit.

2 buses x \$1,000 each = \$2,000

Food & Supplies for Youth Development Event

These costs will cover meals, beverages, and other supplies needed for the Youth Development Summit.

80 youth x \$12.50 per youth = \$1,000

Proposed Revision

Planned Parenthood Keystone (PPKey) will provide transportation and registration costs to take youth from our LGBTQA+ youth programs to Pennsylvania's Annual GSA Leadership Summit held at Dickinson College. PPKey is on the planning committee for the Summit and believes this will be the best possible opportunity for our LGBTQA+ youth programs participants to connect with each other and with youth from across the state.

At the Summit, we will host a workshop/session focused on building connections among youth and identifying needs that they see as important. PPKey's three LGBTQA+ Youth Programs will decide on a project to implement based on these needs.

Pennsylvania GSA Summit Costs

Transportation rental & supplies

Our programs span a large geography and transportation can be a barrier for youth. We hope to charter a bus to transport youth to a central location for the GSA Summit.

1 bus x \$1,200 each = \$1,200

Snacks for Bus Trip = \$100

Registration Costs for GSA Summit

Registration for youth

20 youth x \$10 each = \$200

Supplies for Session at GSA Summit & Project

Materials for PPKey session (printing, brochures, newsprint, etc.) = \$100

SWAG for participants (t-shirts, totes, etc) = \$650

Funds for a project identified by youth at the session (\$250 x 3 programs) = \$750

Celia Cudiamat

From: Roncoroni, Casey <croncoroni@planitpa.org>
Sent: Monday, January 16, 2017 6:24 AM
To: Celia Cudiamat
Subject: S.L. Gimbel Foundation- Proposed Program Changes
Attachments: GimbelRevisions.docx

Dear Ms. Cuidamat,

I am writing to follow-up on a voicemail that I left in December 2016. Planned Parenthood Keystone, is a recipient of funding from the S.L. Gimbel Foundation, which supports our LGBTQA+ Youth Programs. In our original request, we proposed hosting our own PPKey Youth Development Summit. Our Education Department has given it much thought, and would like to propose a slight amendment to the proposal.

In lieu of hosting our own LGBTQA+ youth summer, PPKey would like to provide transportation and registration costs to take youth from our programs to the Pennsylvania GSA Leadership Summit. PPKey is on the planning committee for the summit, and we believe that this will be the best opportunity for our youth to connect with each other, and with other youth from across the state.

Attached, please find an amended proposal and budget, which will outline our proposed changes. Please let me know if you have any questions, or if you would like to schedule a time for us to discuss these changes.

PPKey is deeply grateful for the support of the S.L. Gimbel Foundation, and I thank you in advance for your time and consideration.

Best Regards,

Casey Roncoroni

Casey E. Roncoroni
Director of Development



Pennsylvania Advocates & PAC

5920 Hamilton Boulevard • Allentown, PA • 18106
PO Box 813 • Trexlertown • PA • 18087
Phone: 610.709.6080 • Fax: 610.481.0486
[croncoroni@planitpa.org](mailto:roncoroni@planitpa.org)
<http://www.planitpa.org>
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2016 S.L. Gimbel Foundation Fund
Grant Agreement

Organization:	Planned Parenthood Keystone		
Grant Amount:	\$ 45,000	Grant Number:	20160255
Grant Period:	May 16, 2016 through May 16, 2017		
Purpose:	To support the LGBTQA+ Youth Project, which aims to provide a safe, supportive, and empowering environment for LGBTQA+ youth.		

1. Use of Grant Funds

Grant funds must be expended within the grant period, for the purpose and objectives described in your grant proposal. Grant funds may not be expended for any other purpose without prior written approval by The Community Foundation. If there are significant difficulties in making use of the funds as specified in your proposal, or if the grant funds cannot be spent within the grant period, notify us in writing promptly.

Formal requests for extensions or variances must be submitted to the Foundation's Board of Directors for approval a minimum of 60 days before the end of the grant period.

Requests for variances or extensions are reviewed on a case-by-case basis and approved by the Board of Directors. If a request is denied, unused funds must be immediately refunded to the Foundation.

2. Payment of Grant Funds

The grant funds will be paid in full by the Foundation upon receipt of the signed Grant Agreement. Challenge grant funds will be paid in full upon receipt of the signed Grant Agreement and upon receipt of documentation providing evidence that condition(s) of the challenge grant has/have been met.

3. Certification and Maintenance of Exempt Organization Status

This grant is specifically conditioned upon Grantee's status as an eligible grantee of The Community Foundation. The Foundation has obtained a copy of the Grantee's IRS determination letter. Grantee confirms that it has not had any change in its tax-exempt status, and shall notify the Foundation immediately of any such change.

4. Final Report and Records

The Grantee will submit the Grant Evaluation report per the deadline set forth in the award letter. This report includes a narrative on outcomes based on goals and objectives set forth in the grant proposal and an expenditure report documenting use of grant funds. If equipment was purchased, copies of receipts need to be included.

5. Grantee's Financial Responsibilities

Grantee will keep records of receipts and expenditures of grant funds and other supporting documentation related to the grant at least four (4) years after completion of the grant and will make such records of receipts, expenditures and supporting documentation available to the Foundation upon request.

6. Publicity

The Community Foundation recommends publicity for the grant and acknowledging The Community Foundation in internal correspondence, brochures as appropriate; newsletters, annual reports and email blasts or e-newsletters.

The credit line of "Made possible in part by a grant from the "S.L. Gimbel Foundation Advised Fund at The Community Foundation – Inland Southern California" is suggested. When your donors are listed in printed materials, include the S.L. Gimbel Foundation Advised Fund at The Community Foundation in the appropriate contribution size category. When publishing our name, please note the "The" at the beginning of our name is a legal part of our name. It should always be used and capitalized. Attaching our logo is also appreciated. Our logo can be downloaded from our website at www.thecommunityfoundation.net.

Email our Marketing & Communications Officer, Charee Gillins, at cgillins@thecommunityfoundation.net with any publicity questions as well as any copies of any printed or publicity materials that highlight the grant.

7. Indemnification

In the event that a claim of any kind is asserted against the Grantee or the Foundation related to or arising from the project funded by the Grant and a proceeding is brought against the Foundation by reason of such claim, the Grantee, upon written notice from the Foundation, shall, at the Grantee's expense, resist or defend such action or proceeding, at no cost to the Foundation, by counsel approved by the Foundation in writing.

Grantee hereby agrees, to the fullest extent permitted by law, to defend, indemnify, and hold harmless the Foundation, its offices, directors, employees, and agents, from and against any and all claims, liabilities, losses, and expenses (including reasonable attorneys' fees) directly, indirectly, wholly, or partially arising from or in connection with any act or omission by Grantee, its employees, or agents in applying for or accepting the Grant, in expending or applying the Grant funds or in carrying out any project or program supported by the Grant, except to the extent that such claims, liabilities, losses, and expenses arise from or in connection with any bad faith act or omission by the Foundation, its officers, directors, employees, or agent.

8. Termination

The Community Foundation may terminate this agreement, withhold payments, or both at any time, if, in the Community Foundation's judgment: a) The Community Foundation is not satisfied with the quality of the Grantee's progress toward achieving the project goals and objectives; b) the Grantee dissolves or fails to operate; c) the Grantee fails to comply with the terms and conditions of this agreement.

9. Limitation of Support

This Agreement contains the entire agreement between the parties with respect to the Grant and supersedes any previous oral or written understandings or agreements.

I have read and agree to the terms and conditions of the Grant Agreement.

Justin K. Brown
Signature

5/31/16
Date

Leslie K. Brown
Printed Name

Interim CEO/President
Title

Organization: 22483 Planned Parenthood Keystone
Grant Number: 20160255

as
6/9/16

BOARD OF DIRECTORS

May 27, 2016

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Tamara Sipos

Beverly Stephenson

Randall Tagami

Diane Valenzuela

Dr. Jonathan Lorenzo Yorba
President and CEO

Ms. Leslie K Brown
Interim CEO
Planned Parenthood of Keystone
P.O. Box 813
Trexlerstown, PA 18087

Dear Ms. Brown:

Congratulations! A grant has been approved for Planned Parenthood of Keystone in the amount of \$45,000 from the S.L. Gimbel Foundation. The performance period for this grant is May 16, 2016 to May 16, 2017. Additional funding beyond the performance period is not guaranteed. It is highly recommended that alternative funding sources be sought accordingly. The grant is to support the following as specified in your proposal:

To support the LGBTQA+ Youth Project, which aims to provide a safe, supportive, and empowering environment for LGBTQA+ youth.

This grant is subject to the terms outlined in the enclosed Grant Agreement. After you have reviewed the terms and conditions of the Grant Agreement, please sign and date the agreement and return with original signature to The Community Foundation by Wednesday, June 15, 2016. Be sure copy the signed agreement for your records. Funds will be released upon receipt of the signed Grant Agreement.

A condition of this grant is that you agree to submit the Grant Evaluation Form which includes a narrative report and fiscal report. The Grant Evaluation is due by June 15, 2017 and a copy will be available online.

We wish you great success and look forward to working with you during the grant performance period. If you have any questions, please call me at 951-241-7777, ext. 114, or email me at ccudiamat@thecommunityfoundation.net.

Sincerely,

Celia Cudiamat

Celia Cudiamat
Executive Vice President of Programs

22483 Planned Parenthood of Keystone 20160255 GIMB1



Confirmed in Compliance
with National Standards for
U.S. Community Foundations



Strengthening Inland Southern California through Philanthropy



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Kathleen Sawa

Dr. Henry Shannon

Tamara Sipos

Beverly Stephenson

Randall Tagami

Diane Vaicenzuela

Dr. Jonathan Lorenzo Yorba
President and CEO

June 21, 2016

S. L. Gimbel Foundation Fund

Ms. Leslie K Brown
Interim CEO
Planned Parenthood of Keystone
P.O. Box 813
Trexlerstown, PA 18087

Dear Ms. Brown:

The Community Foundation is pleased to enclose a grant check for \$45,000 from the S. L. Gimbel Foundation, a component fund at The Community Foundation. By cashing the grant check, you are agreeing to the conditions stated under the *Terms of Grant* which you have signed and returned. **The completed Grant Evaluation form is due by June 15, 2017** and will be available online on The Community Foundations website under Grants/Forms. Please note that any grant variances or extensions must be requested in writing and in advance. Any remaining grant funds must be returned to The Community Foundation at the end of the grant period.

Please use the following grant recognition credit for your newsletter or annual report: **"The LGBTQA& Youth Project is supported by a grant from The S. L. Gimbel Foundation."**

Please feel free to contact me at 951-241-7777, ext. 114, if you have any questions.

Sincerely,

Celia Cudiamat
Executive Vice President of Programs

20160255

40960

GIMBPP



Confirmed in Compliance
with National Standards for
U.S. Community Foundations

3700 Sixth Street, Suite 200 ~ Riverside, California 92501
P: 951.241.7777 ~ F: 951.684.1911 ~ www.thecommunityfoundation.net

The Community Foundation
 Strengthening Inland Southern California through Philanthropy
 3700 SIXTH STREET, SUITE 200
 RIVERSIDE, CA 92501
 951-241-7777 / FAX 951-684-1911

CITIZENS BUSINESS BANK
 A Financial Services Company
 3695 Main Street, Riverside, CA 92501
 90-3414/1222

Check Fraud Protection for Business

PAY * Forty-Five Thousand and no/100 *

TO THE ORDER OF

DATE

AMOUNT

06/16/2016

\$ ****45,000.00

Planned Parenthood Keystone
 P.O. Box 813
 Trexlertown, PA 18087



Celia Andriamat
 AUTHORIZED SIGNATURE

Security features. Details on back.

⑈040960⑈ ⑆22234249⑆ 244224437⑈

The Community Foundation

40960

22483 Planned Parenthood Keystone

06/16/2016 040960

20160255 05/26/2016 Support the LGBTQ+ Youth Project
 GIMB S.L. Gimbel Foundation Advised Fund

45,000.00
 45,000.00

CHECK TOTAL: \$ ****45,000.00

The Community Foundation

40960

22483 Planned Parenthood Keystone

06/16/2016 040960

20160255 05/26/2016 Support the LGBTQ+ Youth Project
 GIMB S.L. Gimbel Foundation Advised Fund

45,000.00
 45,000.00

CHECK TOTAL: \$ ****45,000.00