

*GRANT I.D:
22492*

Organization / Agency Information

Organization/Agency Name: Planned Parenthood of the North Country New York Inc		
Physical Address: 160 Stone Street City/State/Zip: Watertown, NY 13601		
Mailing Address: 160 Stone Street City/State/Zip: 22 Watertown, NY 13601		
CEO or Director: Mrs. Tess Barker Title: CEO		
Phone: (315) 782-1818	Fax:	Email: tess.barker@ppncny.org
Contact Person: Lauren Zimmerman-Meade		Title: Education Coordinator
Phone: (315) 782-1818	Fax:	Email: lauren.meade@ppncny.org
Web Site Address: http://ppncny.org		Tax ID: 16-0919175

Program / Grant Information

Interest Area: ☐ Animal Protection ☐ Education ☐ Environment ☒ **Health** ☐ Human Dignity

Program/Project Name: TAP - Teen Advocacy Program			Amount of Grant Requested: \$25,000
Total Organization Budget: \$5,513,307	Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100): 82.6%	Per 990, Percentage of Management & General Expenses Only (Column C / Column A x 100): 14.6%	Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100): 17.4%
Purpose of Grant Request (one sentence): To provide evidence-based programming through Peer Education to at-risk youth throughout the North Country to reduce the incidence of teen pregnancy and Sexually Transmitted Infections.			
Program Start Date (Month and Year): 12/1/2017		Program End Date (Month and Year): 11/30/2018	
Gimbel Grants Received: List Year(s) and Award Amount(s) 2016: \$50,000			

2017 S. L. Gimbel Foundation Fund Grant Application**Welcome Page****Welcome to the 2017 S. L. Gimbel Foundation Fund Grant Application**

Thank you for applying to the S. L. Gimbel Foundation Fund Grant. The mission of the S.L. Gimbel Foundation is to enhance the quality of life for people and animals by providing effective support in the Founder's specific fields of interest: Animal Protection, Education, Environmental Protection and Enhancement, Health, and Human Dignity. Please take a moment to review the grant application guidelines before continuing the process (use "Guidelines" link above). After you have read and understood the guidelines, please proceed with the grant application process. Should you have any questions, please check the "FAQs" link above or refer to "Application Procedures" on our website. If your questions are not answered via FAQs or Application Procedures, contact us using the "Contact Us" link above.

Organization Information

NOTE: If you have already started an online application and would like to resume, please [CLICK HERE](#) to login to your Applicant Account Page.

Organization/Agency Information

Organization/Agency Name

(If operating as a DBA, enter DBA name here)

Planned Parenthood Of The North Country New York Inc

Legal Name

Planned Parenthood Of The North Country New York Inc

Tax ID

160919175

Tax Status

501(c)3

Organization Mailing Address

Street Address or P.O. Box

160 Stone Street

City

Watertown

State

NY

Zip Code

13601

Organization Physical Address (Street No. and Name, City, State, Zip)

No residential addresses, please

160 Stone Street

Website Address

<http://ppncny.org>

Organizational Leadership (Please list CEO, President, Board Chair, Executive Director)

Prefix

Mrs.

First Name

Tess

Last Name

Barker

Title

CEO

Work Phone

(xxx-xxx-xxxx)

3157821818

Extension

Cell Phone

(xxx-xxx-xxxx)

Fax

(xxx-xxx-xxxx)

E-mail Address

tess.barker@ppncny.org

Program/Project Contact Person

Check this box if the Program/Project Contact Person is the same as the organization's primary contact listed above

Fields in this section will auto-fill.

Prefix

Mrs.

First Name

Lauren

Last Name

Zimmerman-Meade

Title

Education Coordinator

Work Phone

(xxx-xxx-xxxx)

3157821818

Extension

219

Fax

E-mail Address

lauren.meade@ppncny.org

Organization/Agency Background

Organization Background

What is the history, mission, and purpose of your organization?

Planned Parenthood of the North Country New York, Inc. (PPNCNY) is the largest provider of reproductive health care services in the North Country, with more than 18,000 visits annually. PPNCNY has a six county service area: Clinton, Franklin, Essex, Jefferson, Lewis and St. Lawrence and has been providing services for nearly 50 years. It is PPNCNY's mission to provide the highest quality reproductive and sexual health care with access, education and advocacy for choice-no matter what.

Length of Service (number of years)

How long has the organization been providing programs and services to the community?

50

Organizational Accomplishments

What are some of your past organizational accomplishments in the last 3 years?

PPNCNY has been awarded funds from the Office of Victims Services to provide rape crisis prevention education on college campuses throughout the North Country. We have previously been funded by the S.L. Gimbel Foundation which helped to build our Teen Advocacy Program, including Peer Education and a Teen Clinic, into a success in the Jefferson and Lewis County areas.

Programs and Activities

What are some of your current key programs and activities? Describe the communities you serve. Include populations and geographic locations.

PPNCNY is currently the primary provider of sexual/reproductive health and teenage pregnancy prevention programming throughout the Northernmost part of New York. The communities PPNCNY serves are amongst the poorest counties in New York with between 10.7-20.3% of the population living below the poverty line, and an average of 6.27% of persons unemployed, as illustrated below in Figure 1 of the economic snapshot of the targeted counties based on the most current 2017 data (see sources #1 and 2).

Figure 1:

County/Poverty Level/Unemployment

Franklin/20.3%/5.3%

Jefferson/15.1%/5.5%

Lewis/12.1%/5.5%

St. Lawrence/19.4%/6.9%

Clinton/16.5%/5.3%

Essex/10.7%/4.4%

New York State/15.7%/4.7%

Our agency provides up-to-date information directed at the rural areas that we serve in order to decrease the very high incidence of teenage pregnancy and sexually transmitted infections. In addition to offering individual counseling and education in each of our Title X clinic-based locations, PPNCNY provides enhanced outreach strategies to appeal to the most vulnerable populations in our seven counties, as well as a peer education program in our Jefferson and Lewis County locations that has achieved great success at reaching and engaging with the adolescent population.

1. New York State Community Action Association County Poverty Statistics, 2017

<https://nyscommunityaction.org/poverty-in-new-york/povertydata/>

2. New York State Department of Labor Unemployment Statistics by County, July 2017

https://www.labor.ny.gov/stats/ur_rank.xls

Program/Project Information**Program / Project Information****Interest Area**

Health

Program or Project Name

TAP - Teen Advocacy Program

Amount of Grant Requested

Use whole dollars, do not use \$ sign, comma, or decimal

25000

Total Organization Operating Budget

Use whole dollars, do not use \$ sign, comma, or decimal

5513307

Per 990, Percentage of Program Service Expenses

Column B divided by Column A, x 100

82.6

Per 990, Percentage of Management & General Expenses Only

Column C divided by Column A, x 100

14.6

Per 990, Percentage of Management & General Expenses and Fundraising

Column C + Column D, divided by Column A, x 100

17.4

Purpose of Grant Request

Please summarize the project (in 25 words or less).

To provide evidence-based programming through Peer Education to at-risk youth throughout the North Country to reduce the incidence of teen pregnancy and Sexually Transmitted Infections.

Project Start Date

Month and Year

December 01, 2017

Project End Date

Month and Year

November 30, 2018

Gimbel Grants Received

List Years and Award Amounts

Statement of Need

Specify the community need you want to address and are seeking funds for.

PPNCNY proposes to implement the Teen Advocacy Program (TAP) in Jefferson and Lewis counties with funding support from the S.L. Gimbel Foundation Fund. The North Country is comprised of low-income rural communities and small towns that make it difficult for youth to access health information and reproductive health care services. As a correlation, of the 44 counties in the state of New York, Jefferson County is currently ranked #2 (see source #3) in Teen Births for adolescents aged 15-19 years old, with Lewis County falling slightly at #18. The funds from this grant cycle will help support TAP which is a Peer Education modeled program developed in 2016 to educate and empower youth throughout the North Country to reduce teen pregnancy, HIV/AIDS, and other Sexually Transmitted Infection rates.

In the North Country, TAP is the only existing teen advocacy program that targets high-risk zip codes and increases access to reproductive health care needs. The continued successful implementation of the proposed TAP program is dependent on successful collaboration with numerous partners in each of the targeted counties and specifically, those that serve adolescents living in the 10 zip codes with higher than average teen birth rates. PPNCNY will continue to collaborate with these following key partners: Youth Advocate Program, ACR Health, Department of Social Services, Children's Home of Jefferson County, House of the Good Shepherd, North Country Family Health Center, Watertown Housing Authority, Neighbors of Watertown, Double Play After School Program, Local libraries, housing developments along with other health and human service agencies.

Planned Parenthood of the North Country New York is a vital, much depended on source of family planning and reproductive health care for many adolescents, women and men in the North Country. Our patient surveys tell us time and again that our clients come to us for confidentiality, for responsible, fact-based education, and for health services that they can afford. Our education programs reach thousands of

adolescents through schools and colleges, substance abuse programs, local and state correctional systems and group homes. While we believe Planned Parenthood of the North Country New York has had a positive impact on responsible decision-making and adolescent pregnancy rates in the North Country, we know our work is far from complete. We look forward to the challenges ahead as we continue our work to meet the needs of our communities in our six-county family planning service area.

(#3) Data collected from the Community Health Rankings & Roadmaps via the National Vital Statistics System (NVSS) <http://www.countyhealthrankings.org/app/new-york/2013/measure/factors/14/data?sort=desc-7>

Project Description

Describe your project. How will this project enable this organization to better meet community needs? What is unique and innovative about this project?

The goal of the TAP program is to reduce rates of teenage pregnancy in 10 high-risk targeted Northern New York catchment areas in Jefferson and Lewis Counties by an average of 10 percent using evidence-based teenage pregnancy prevention programs by the year 2020. The 10 high-risk zip codes were identified by reviewing the teen pregnancy rates by zip code as provided by the New York State County/Zip Code Perinatal Data Profile which was updated in June of 2015 (see Figure 2).

Figure 2:

Community (Zip Code)/County/Teenage Pregnancy Rate per 1,000(See #4)

Evans Mills (13637)/Jefferson/60

La Fargeville (13656)/Jefferson/55.6

Calcium (13616)/Jefferson/53.6

Henderson (13650)/Jefferson/53.5

Watertown (13601)/Jefferson/49.7

Adams Center (13606)/Jefferson/49.6

Glenfield (13343)/Lewis/50.5

Harrisville (13648)/Lewis/32.1

Carthage (13619)/Lewis/31

Lowville (13367)/Lewis/24.5

TAP will be implemented through after school programming with clubs and organizations, BOCES campuses, community-based organizations, out-of-home foster care agencies, low-income housing developments, local health departments, social service agencies and our health centers in Watertown and Lowville. Within these settings, PPNCNY plans to implement the evidence-based teenage pregnancy prevention program "Be Proud! Be Responsible!" as well as accurate up-to-date sexual health education lessons targeted specifically at addressing our rural area challenges. Access to medically-accurate sexual health education and skill-building programs to prevent unintended pregnancy are crucial during adolescent development, and are often not well represented in our area school systems which tend to focus on abstinence based approaches.

"Be Proud! Be Responsible!" consists of six sessions for youth ages 13-18. The goal of utilizing this curriculum with at-risk youth is to increase their knowledge of the risk of STIs and HIV, build confidence and condom negotiation skills and reduce risky sexual behaviors. This curriculum was specifically designed to give youth the skills needed to build self-esteem and the power to make safer and healthier decisions.

PPNCNY will implement these programs through four Peer Educators, under the supervision of the county health educator, and will be trained fully on the "Be Proud! Be Responsible!" curriculum, as well as Planned Parenthood's education department lesson plans. The Peer Educators were hired under the previously funded TAP program and have continued to be active in the implementation of education and clinic events for the targeted population. Teens often find peer educators more credible than adult educators, especially regarding topics of sexuality, which makes this program unique both in execution and in concept in the North Country area.

The Northern New York region is rural and transportation can be a barrier to accessing services and attending education sessions. The ability to offer gift cards and food as an incentive will be a supreme asset

for this population. These perks will incentivize attendance and help remove barriers to improve program successes.

(#4) New York State County/Zip Code Perinatal Data Profile, 2012-2014 New York State Vital Statistics Data as of June, 2015 <http://www.health.ny.gov/statistics/chac/perinatal/index.htm>

Project Goal, Objectives, Activities, Expected Outcomes, and Evaluation: In fields below, state in the following order: **1. ONE Project Goal** that is a broad, aspirational statement of purpose for the project and **ONE Objective** that is a specific, measurable, verifiable, action-oriented, realistic, and time-specific statement intended to guide your organization's activities toward achieving the goal. **2. Specify the Project Activities** you will undertake to meet the objective and number of participants for each activity. **3. Expected Outcomes** are the individual, organizational, or community-level changes that can reasonably occur during the grant period as a result of the proposed activities or services. What are the key anticipated outcomes of the project and impact on participants? State in quantifiable and verifiable terms. **4. Evaluation** How will progress towards the objectives be tracked and outcomes measured? Provide specific information on how you will collect relevant data and statistics that meet your objective and validate your expected outcomes in a quantifiable manner as you describe your evaluation process.

1. Project Goal and Objective

Decrease the overwhelmingly high incidence of teenage pregnancy and sexually transmitted infections among the 13-19 age group in the Jefferson and Lewis County New York areas by an average of 10% through peer education and teen clinic events by the year 2020.

Increase knowledge about HIV/AIDS, and other Sexually Transmitted Infections and reduce sexual risk behaviors and teen pregnancy rates through enhanced outreach, peer education, and teen clinic sessions. Using the evidence based curriculum "Be Proud! Be Responsible!" as well as Planned Parenthood sexual health lesson plans, peer education staff will implement programming through the 10 targeted zip codes with the highest rates of infection and teen pregnancy in order to reach over 300 participants by the end of the grant cycle.

2. Project Activities

Activity I: Implement evidence based curriculum "Be Proud! Be Responsible!", along with PPNCNY lesson plans, in 10 targeted areas throughout Jefferson and Lewis counties to reach 300+ participants.

Activity II: Conduct enhanced outreach within the 10 high-risk zip codes identified with at least 50 participants and provide short-term encounter education to increase interest in educational programs and teen clinic.

Activity III: Conduct on-site appointment scheduling with at least 50 participants at various locations throughout the 10 high-risk zip codes to remove barriers of scheduling telephone or walk-in appointments.

Activity IV: Utilize PPNCNY health educator, along with Peer Education staff, to aid at least 300+ participants with understanding the Family Planning Benefit Program guidelines and application process throughout the 10 high-risk zip codes.

3. Expected Outcomes

Through this grant period we expect to see higher attendance rates at peer led educational programming and at teen clinic, which will translate to increased knowledge about sexually transmitted infections, HIV/AIDS, teen pregnancy risks, proper contraceptive use, and accessing reproductive healthcare. We anticipate accommodating 10 youths at each of the 20 programming sessions, and approximately 5-7 youths at each teen clinic held on Wednesdays, to reach over 300 participants by the grant's end. As a result, we expect changes community wide in sexual health habits, which will be demonstrated via

information from the health statistics published by New York state.

4. Evaluation

Health education staff, along with Peer Educators, will monitor TAP programs and teen clinic attendance, as well as enhanced outreach numbers, via our data and reporting system, Affiliate Data Analytics Platform (ADAP). Progress will be determined through a quarterly review of the educational programs administered, teen clinics completed, and enhanced outreach accomplished based on the information in the ADAP system. Short-term goals will be set per quarter to ensure that participant numbers are met, and goals will be adjusted upon looking at the data from the previous quarter.

The effectiveness of the TAP program will be measured on both the in-house data collected on participants, as well as the state-wide data available indicating the rates of teen pregnancy and sexually transmitted infections in the 13-19 age group for the period this grant covers. A decrease in any of the statistics during this period could be an indication that we are achieving our intended goal, with an expected and desired decrease by an average of 10% by the year 2020.

***Below are some examples of how to list your Goals, Objectives, Activities, Expected Outcomes, and Evaluation: Objective, Outcome, and Evaluation should align and should be written in a linear format, using actual numbers and data that are quantifiable and verifiable.**

STATE ONE GOAL, ONE OBJECTIVE, ONE OUTCOME:

- **GOAL:** House all homeless youth ages 18-24 in Mariposa County who are physically, mentally, and legally able to work within 24 hours and help them become self-sufficient in 90 days.
- **OBJECTIVE:** House up to 145 homeless youth referred or who contact us within 24 hours.
- **OUTCOME:** We expect to provide rapid rehousing to over 45 homeless youth in 2017.

EVALUATION: Using Build Futures' Salesforce database client management and tracking system, generate reports on the number of clients served and housed. Track our role in housing 145 youth. Account for additional success or lower numbers of youth in the program.

Target Population

Who will this grant serve? How many people will be impacted? Provide a breakdown: Number of children, youth, adults, seniors, animals.

Students

Project Timeline

Provide a timeline for implementing the project. Include timeframes for specific activities, as appropriate.

Planning Period -- Month 1: Upon award of funding for the TAP program PPNCNY plans to begin the one year grant period with 1 month of planning, readiness, and training to ensure that the proposed programming is implemented with fidelity.

Month 2-3 -- Train four Peer Education staff to provide education sessions rooted in Evidence-Based programming to peer groups within the community on all topics related to sexual health and wellness, including teen pregnancy and HIV/STI prevention. Have Peer Education staff present for Teen Nite at Health Center clinic for additional educational opportunities, and at Education and Outreach drop in location as needed.

Month 3-4 - Recruit community partners and agencies that will allow Peer Education team to present appropriate information to groups of adolescents. Continue training of Peer Educators. Continue Teen Nite and Drop in location duties. Hold fundraiser for TAP sustainability.

Month 4-7 -- Provide education events to the community via Peer Education staff in afterschool and community settings. Continue Teen Nite and Drop in location duties.

Month 7-9 -- Focus on outreach and education at summer recreation programs including camps, summer schools, sports activities, etc. Explore new avenues of training for Peer Educators based on current trends in catchment area. Continue Teen Nite and Drop in location duties. Hold large scale event to highlight Teen

Clinic as students return to school.

Month 9-12 -- Reach out to all community partners and agencies that we worked with at beginning of school year to continue to present appropriate information to groups of adolescents. Continue Teen Nite and Drop in location duties. Hold fundraiser for TAP sustainability.

Projects in the Community

How does this project relate to other existing projects in the community? Who else in the community is providing this service or has a similar project? Who are your community partners, if any? How are you utilizing volunteers?

In the North Country, we are currently the only program promoting teen advocacy and peer education that targets high-risk zip codes with the goal of increasing access to reproductive health care needs through enhanced education and outreach. The successful implementation of the proposed TAP program is dependent on successful collaboration with numerous partners in each of the targeted counties, specifically those that serve adolescents living in the 10 zip codes with higher than average teen pregnancy rates. PPNCNY plans to have the following key partners: Local school district clubs and organizations as well as afterschool groups, Youth Advocate Program, ACR Health, Department of Social Services, Children's Home of Jefferson County, House of the Good Shepherd, North Country Family Health Center, Watertown Housing Authority, Neighbors of Watertown, Double Play After School Program, Local libraries, housing developments along with other health and human service agencies. Our increasing volunteer base will be used to promote this program as well as support the Peer Educators with the creation of materials for advertising or programming as necessary.

Project Future

Project Future / Sustainability

Explain how you will support the project after the grant performance period. Include plans for fundraising or increasing financial support designated for the project.

The TAP program's goals are in line with the recent changes in Title X funding which focuses on arranging and offering reproductive health care services. This makes TAP a long-term sustainable program because of the shift in focus of Title X funding. PPNCNY has and will continue to fundraise on behalf of this program and seek grants to help support the sustainability of TAP, with the assistance of the Peer Education team. PPNCNY is currently exploring additional local grant opportunities to sustain the TAP program.

Governance, Executive Leadership, and Key Personnel / Staff Qualifications

Governance

Governance: Describe your Board of Directors and the role it plays in the organization. What committees exist within your Board? How does your Board make decisions?

Policymaking of PPNCNY, including setting out values and vision, is vested in the Board. The Board has the full power, authority, and responsibility to set goals and monitor performance of PPNCNY, in accordance with the Standards of Affiliation and the principles outlined in the Corporation's Diversity Plan. The Board is ultimately responsible for the financial well-being of the Corporation. The Board's committees include: Executive Committee, Board Governance Committee, Finance Committee, Fund Development Committee, By-Laws & Policies Committee, Diversity Committee, and the Strategic Planning Committee.

Executive Leadership

Management: Describe the qualifications of key personnel/staff responsible for implementing the project.

PPNCNY's Vice President of Community Engagement will oversee the Community Engagement Coordinator and Health Educator who will be responsible for the implementation of the TAP program and the four Peer Educators within. The Vice President of Community Engagement has been with PPNCNY for 12 years and has overseen numerous initiatives. The Community Engagement Coordinator has been with the agency for 2 years and supervises multiple grant initiatives within the education and outreach departments, including

the Comprehensive Adolescent Pregnancy Prevention grant in Jefferson County, implementing the "Be Proud! Be Responsible!" curriculum along with the Health Educator. Both the Vice President and Coordinator have worked with our current TAP and Peer Education program since it's inception.

Attachments

Attachments

REQUIRED .PDF ATTACHMENTS: The maximum size for all attachments combined is 25 MB. Please note that files with certain extensions such as "exe", "com", "vbs", or "bat" cannot be uploaded. You must **1. BROWSE FILES** on your computer, **2. SELECT FILES**, then **3. CLICK UPLOAD** to attach files.

***IMPORTANT:** For each set of required documents below, please scan all pages of each set into one .pdf, as only a single document upload is permitted for each item being requested.

1. Project Budget and Budget Narrative

Please provide a detailed line-item budget for your **entire** project. Download the **V. Project Budget and Narrative Worksheet**, complete, and **Upload**. SEE **SAMPLE Budget & Narratives Worksheet**,

PPNCNY 2017-Gimbel-App-Project-Budget-and-Narrative.pdf

2. Sources of Funding

Please list your current sources of funding and amounts. Download the **VI. Sources of Funding Worksheet**, complete, and **Upload**.

PPNCNY 2017-Gimbel-App-Sources-of-Funding.pdf

3. Financial Analysis

Please provide all information requested for your **entire organization**. Included any notes that may explain any extraordinary circumstances. Download the **VII. Financial Analysis Worksheet**, complete, and **Upload**.

PPNCNY 2017-Gimbel-App-Financial-Analysis.pdf

4. Current Year Operating Budget

Please provide a copy of your current year's operating budget

PPNCNY 2017 Operating Budget.xlsx

5. Budget Comparison

Download the **SAMPLE Budget Comparison Worksheet**, complete, and **Upload**.

PPNCNY Budget Comparison.xlsx

6. Part IX only of the 990 form

Statement of Functional Expenses (one page). If you completed a 990-EZ, Download the **Part IX Functional Expenses sample** of the 990 form using figures from your 990 EZ, complete, and **Upload**.

PPNCNY Form 990 Part IX.pdf

7. Financial Statements

Please provide a copy of your most recent year-end financial statements (audited, if possible)

PPNCNY Financial Statements.pdf

8. Most Recent 990

Please provide a copy of your most recent 990 form

PPNCNY Form 990.pdf

9. Tax Exemption Letter

Please provide an electronic copy of your IRS 501 (c) (3) determination letter.

[PPNCNY tax exempt form.pdf](#)

10. Board of Directors List

Please provide a list of your current Board of Directors, including their name, position on the board, and professional affiliation(s).

[PPNCNY Board List August 2017.docx](#)

11. Evaluation & Expenditure Report

For past grantees, provide a copy of your most recent final evaluation report, including your most recent expenditure report.

[PPNCNY Gimbel Expenditure.xlsx](#)

2017 S.L. Gimbel Foundation APPLICATION

V. Project Budget and Narrative (Do not delete these instructions on your completed form).

A) **Budget Table:** Provide a detailed line-item budget for your entire project by completing the table below. Requested line items should be limited to Ten (10) line items. The less the better.

A breakdown of specific line item requests and attendant costs should include:

- 1) Line item requests for materials, supplies, equipment and others:
 - a. Identify and list the type of materials, supplies, equipment, etc.
 - b. **Specify the unit cost, number of units, and total cost**
 - c. Use a formula/equation as applicable. (i.e. 40 books @ \$100 each = \$4000)
- 2) Line item requests for staff compensation, benefits: **Do not use FTE percentages.**
 - a. Identify the position; for each position request, **specify the hourly rate and the number of hours** (i.e. \$20/hr x 20 hours/week x 20 weeks = \$8,000)
 - b. For benefits, provide the formula and calculation (i.e. \$8,000 x 25% = \$2,000)
- 3) Line items on Salaries/Personnel included in budget (contribution or in-kind) but NOT requested from the Gimbel Foundation must be broken down per number 2) above:
Provide rate of pay per hour and number of hours.

Line Item Request	Line Item Explanation	Support From Your Agency	Support From Other Funders	Requested Amount From Gimbel/TCF	Line Item Total of Project
Lauren Zimmerman-Meade	\$18/hr x 6 hrs/wk x 52 weeks			\$5,616	
Four Peer Educators (PE)	4 PEs X \$10/hr			\$6,000	
Travel	5,500 miles x .52/mile			\$2,860	
Fringe	\$5,616 x 16%			\$898	
Incentives				\$6,800	
Program Supplies				\$2,826	
TOTALS:				25,000	

- B) **Narrative:** The budget narrative is the justification of "how" and/or "why" a line item helps to meet the project deliverables. Provide a description for each line item request as necessary. Explain how the line item relates to the project. If you are requesting funds to pay for staff, list the specific duties of each position. See attached SAMPLE Project Budget and Budget Narrative

1. Personnel:

Meade - Project Coordinator orchestrates all activities of youth programs such as setting, meeting schedules, contacting students, preparing materials for meetings, scheduling training, etc.

6 hrs/wk (15% of time) @ \$18/hr = \$108/week x 52 wks = \$5,616/year

2. Peer Educators:

Four Peer Educators (PE) are hired to provide programming at identified settings and on weekly Teen Clinic evenings. PEs will each be given 3 hours training per month, and will lead programming for 3 hours per month.

2 PEs/wk @ \$10/hr x 3 hrs/wk at Teen Clinic = \$60/wk x 52 wks = \$3,120/yr

+ 4 PEs x 3 hrs/mo training x \$10/hr = \$120/mo x 12 mo = \$1,440/yr

+ 4 PEs x 3 hrs/mo programming x \$10/hr = \$120/mo x 12 mo = \$1,440/yr
= \$6,000/yr

3. Travel: 5,500 miles x .52/mile = \$2,860

4. Fringe: \$5,616 x 16% = \$898

5. Incentives:

Food for Teen Clinic Programming - \$100/mo x 12 months = \$1,000

BPBR Programming food - \$50/group x 20 group sessions = \$1,000

Prizes for 20 total BPBR groups - \$75/group x 20 groups = \$1,500

\$10 Gift Cards for BPBR programming - \$10 x 300 participants = \$3,000

Prizes for 2 Teen Clinic events - \$150/event x 2 = \$300

= \$6,800

6. Program supplies:

Swag and promo items for TAP program - \$2,250

Printing, copies, brochures, fliers, and event ads - \$576

= \$2,826

2017 S.L. Gimbel Foundation APPLICATION

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

Secured/Awarded

Name of Funder: Foundation, Corporation, Government	Amount
NYS Department of Health Family Planning Grant	1,835,024.00
NYS Office of Victims Services Grant	206,502.00
NYS Department of Health Rape Crisis Grants (2)	79,406.00
Subcontract NYS Dept of Health CAPP Grant	136,610.20

Pending

[illegible]

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	Amount	% of Total Revenue	Funding Source	Amount	% of Total Revenue
Contributions	\$ 186,484.58	3%	Program Fees	\$ 2,820,035.34	50%
Fundraising/Special Events	\$		Interest Income	\$ 4,106.62	
Corp/Foundation Grants	\$ 294,668.40	4%	Other:	\$ 35,392.75	
Government Grants	\$ 2,573,507.74	43%	Other:	\$	

Notes:

--

2017 S.L. Gimbel Foundation APPLICATION

VII. Financial Analysis

Agency Name: Planned Parenthood of the North Country New York, Inc

Most Current Fiscal Year (Dates): From 12/31/16 To: 12/31/16

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
\$5,415,303.00	\$4,473,129.00	\$790,871.00	\$151,303.00

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%	82 %	15 %	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
15 %	15 %	0 %

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

2017 S.L. Gimbel Foundation APPLICATION

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
\$ 964,402.00	\$ 1,376,400.00	249,405.00	9%

Excess or Deficit for the Year:

Excess or (Deficit) Most recent fiscal year end	Excess or (Deficit) Prior fiscal year end
\$ 498,882.12	\$ 195,472.27

Notes:

[illegible]

PP of the North Country NY
2017 Budget

	REVENUES	2017 Budget	
3010	Patient Fees FP	75,000	
3011	Patient Fees Abortion	290,000	
3012	Pt Fees Colpo/Leep/HD	75,000	
3025	Commercial Insurance	1,500,000	
3030	Medical/FPBP	1,200,000	
31??	External Funding	2,139,311	
33??	Community Support	210,000	
34??	Financial Revenues	5,000	
35??	Other Revenue	155,000	
	Total Revenues	5,649,311	
	EXPENSES		
5010	Payroll	2,768,799	
51??	Fringe Benefits	443,008	
	Total Personal Services	3,211,807	
5210	Rent	71,000	
5215	Depreciation Buildings	70,000	
5220	Amort. Leasehold Impro	36,000	
5230	Bldg Repair & Maint.	30,000	
5240	Property Insurance	16,500	
5255	Security/Alarm Monitori	8,000	
5310	Electricity	32,000	
5315	Fuel Oil	11,000	
5320	Water/Sewer	6,000	
5325	Trash Removal	15,000	
5330	Snow Removal/Mowing	6,500	
5335	Cleaning Services	47,000	
5340	Furniture & Equipment	25,000	
5345	Equip. Repair & Maint.	30,000	
5350	Depreciation F & E	63,000	
5355	Amort. Computer Softw:	50,000	
5410	Medical Supplies	112,000	
5420	Pharmacy Supplies	44,000	
5430	Contraceptive Supplies	290,000	
5440	Laboratory Services	18,000	
5450	Clinic Laundry/Scrubs	2,000	
5460	Medical Waste Disposal	9,000	
5510	Education Program Supp	10,000	
5520	Janitorial Supplies	9,000	
5530	Dues and Subscriptions	225,000	
5570	Miscellaneous	4,000	
5610	Office Supplies	60,000	
5710	Postage	20,000	
5720	Telephone	50,000	
5730	Advertising	40,000	
5740	Beeper Service	3,500	
5750	Printing	1,000	
5770	Internet	20,000	
5810	Staff Travel	105,000	
5820	Food/Lodging	30,000	
5910	Outside Medical Service	150,000	
5920	Professional Consultant	68,000	
5925	Auditor	28,000	
5930	Architect	3,000	
5935	Payroll Processing	26,000	
5940	Legal Services	2,000	
5945	3rd Party Billing Services	100,000	
5950	NextGen/Voxent	85,000	
5955	Insurance Liability	30,000	
5960	Background Checks New	3,000	
6010	Staff Training	130,000	
6020	Board Expenses	2,000	
6110	Bank Charges	16,000	
6120	Interest/Late Fees Paid	500	
6130	Bad Debt Patient	65,000	
6131	Bad Debt Insurance	20,000	
6220	Benefit Admin. Fee	3,500	
	Total Other than Person	2,301,500	
	Total PS and OIPs	5,513,307	
	Net Income/Loss	136,004	2.41%

PLANNED PARENTHOOD OF THE NORTH
COUNTRY NEW YORK, INC.

Form 990 (2016)

16-0919175 Page 10

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 domestic organizations and domestic governments. See Part IV, line 21 ...				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	117,708.		117,708.	
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	2,608,389.	2,279,323.	251,002.	78,064.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	25,413.	18,089.	6,460.	864.
9 Other employee benefits	97,764.	86,324.	6,494.	4,946.
10 Payroll taxes	288,042.	245,177.	34,830.	8,035.
11 Fees for services (non-employees):				
a Management				
b Legal	1,980.		1,980.	
c Accounting	38,320.		38,320.	
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.)	66,940.	28,226.	38,714.	
12 Advertising and promotion	48,227.	33,543.	14,684.	
13 Office expenses	256,017.	191,634.	46,511.	17,872.
14 Information technology				
15 Royalties				
16 Occupancy	211,649.	186,208.	21,567.	3,874.
17 Travel	127,236.	92,306.	32,261.	2,669.
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	226,161.	193,063.	28,251.	4,847.
23 Insurance	44,461.	42,048.	1,881.	532.
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 MEDICAL SUPPLIES	489,266.	489,266.	0.	0.
b DUES & SUBSCRIPTIONS	234,149.	100,168.	128,875.	5,106.
c PATIENT CARE	153,680.	153,680.	0.	0.
d BAD DEBT EXPENSE	42,420.	42,420.	0.	0.
e All other expenses	337,481.	291,654.	21,333.	24,494.
25 Total functional expenses. Add lines 1 through 24e	5,415,303.	4,473,129.	790,871.	151,303.
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)

Gimbel Expenses		Gimbel Grant	Difference
Payroll	\$21,508.80	\$21,528.00	\$19.20
Fringe/PT Processing/Benefit Admin Fee	\$2,275.31	\$3,444.00	\$1,168.69
Education Program Supplies/Office Supplies	\$10,668.77	\$12,128.00	\$1,459.23
Volunteer Expense (Peer Ed.)	\$2,797.50	\$2,500.00	-\$297.50
Staff Travel, Food/Lodging, Training	\$2,660.50	\$10,400.00	\$7,739.50
TOTAL	\$39,910.88	\$50,000.00	\$10,089.12

PLANNED PARENTHOOD OF THE NORTH COUNTRY NEW YORK, INC.

NAME	Terms	Board Position, Committees	Home Address/County	All/Home Phone/Work Phone Fax & E-mail Address
Augsbury, Alexandra	Ends: 4/30/19	Fund Development Committee	PO Box 408 Ogdensburg, NY 13669 St. Lawrence County	H. 315-393-2636 C. 315-825-8009 Alexandra2488@hotmail.com
Douglass, Cheryl	Ends:10/30/19 Eligible for 1 more 3 yr term	Vice Chair, Governance Committee, Chair Executive Committee	838 Pray Rd Lisbon, NY 13659 St. Lawrence County	C.315-528-0128 W.315-393-3710 cadouglass82@hotmail.com
Fitzgerald, Rita	Ends: 10/30/2017 Eligible for 1 more 3 yr term	Fund Development Committee	834 Walker Road Essex, NY 12936 Essex County	H. 518-963-7216 Rfg111@wildblue.net
Fortsch, Heidi	Ends: 12/30/2017 Eligible for 1 more 3 yr term	Fund Development Committee	99 Eagle Acres Rd. Apt A Chazy, NY 12921 Clinton County	518-578-4488 hfortsch@twcny.rr.com
Gable, Carol	Ends: 6/30/2019	Treasurer Finance Committee, Chair Executive Committee	7 Crescent Street Canton, NY 13617 St. Lawrence County	H. 315-212-6563 W. 315-229-5563, Fax 315-229-7417 cgable@stlawu.edu

KEY: Executive Committee, Board Governance Committee, Finance Committee, Fund Development Committee, By-Laws & Policies Committee, Diversity Committee, Strategic Planning Committee, Family Planning Advocates Representative, Planned Parenthood Advocates of NY Board Member, Leave of Absence

February 2010; March 2010; April 2010; May 2010; June 2010; July 2010; September 2010; October 2010; January 2011; April 2011; May 2011; July 2011, October 2011, March 2012, July 2012, October 2012, December 2012, October 2014, April 2015, July 2017, August 2017

PLANNED PARENTHOOD OF THE NORTH COUNTRY NEW YORK, INC.

BOARD LIST

AUGUST 2017

NAME	Terms	Board Position, Committees	Home Address/County	All/Home Phone/Work Phone Fax & E-mail Address
Gold, Margot	Ends: 3/31/2020 Eligible for 1 more 3 yr term	Governance Committee	276 Kiwassa Rd Saranac Lake, NY 1293 Franklin County	518-891-5946 Zuckie.gold@gmail.com
Johnson, Suzy	Ends: 3/30/2018 Eligible for 1 more 3 yr term	Finance Committee RQM Committee Executive Committee	40 Colligan PT Rd Plattsburgh, NY 12901 Clinton County	518-561-0917 suzyjhn@charter.net
Jubin, Jennifer	Ends: 5/30/2020	Fund Development Committee	PO Box 888 Lake Placid, NY 12946 Essex County	518-524-4902 jjubin77@gmail.com
Maid, Cheryl	Ends: 12/31/18	Board Chair Executive Committee, EXO Finance Committee, EXO Governance Committee, EXO Fund Development Committee, EXO	120 Boulderwood Way P.O. Box 1899 Lake Placid, NY 12946 (UPS won't deliver to street address except in summer months) Essex County	C.518-578-4266 cmmaid@gmail.com
Rottier, Barbara	Ends: 4/30/19	Governance Committee Executive Committee	53 Norman Ridge Road Vermontville, NY 12989 Franklin County	H.518-891-7878 barottier@gmail.com

KEY: Executive Committee, Board Governance Committee, Finance Committee, Fund Development Committee, By-Laws & Policies Committee, Diversity Committee, Strategic Planning Committee, Family Planning Advocates Representative, Planned Parenthood Advocates of NY Board Member, Leave of Absence

February 2010; March 2010; April 2010; May 2010; June 2010; July 2010; September 2010; October 2010; January 2011; April 2011; May 2011; July 2011, October 2011, March 2012, July 2012, October 2012, December 2012, October 2014, April 2015, July 2017, August 2017

PLANNED PARENTHOOD OF THE NORTH COUNTRY NEW YORK, INC.
BOARD LIST
AUGUST 2017

NAME	Terms	Board Position, Committees	Home Address/County	All/Home Phone/Work Phone Fax & E-mail Address
Schumacher, Michelle	Ends: 10/31/18 Eligible for 1 more 3 yr term		751 County Route 27 Owls Head, NY 12969 Franklin County	518-483-6891 greatermaloneymca@yahoo.com
Semegram, Harris	Ends: 6/30/2019	Finance Committee	40 Amanda Drive Lake Placid NY 12946 Essex County	518-523-5611 hsemegram@gmail.com
Timmons, Michelle	Ends: 3/31/2020 Eligible for 1 more 3 yr term	Governance Committee	477 Telegraph Road Peru, NY 12972 Clinton County	518-569-7225 Timm7231@plattsburgh.edu
Wickham Will, Laurena (Rev.)	Ends: 12/31/18	Clergy for Choice Governance Committee	25 Woodruff Road Parishville, NY 13625 St. Lawrence County	H.315-268-1562 C.315-335-4480 W.315-393-2510 Clergyopc@slc.com

KEY: Executive Committee, Board Governance Committee, Finance Committee, Fund Development Committee, By-Laws & Policies Committee, Diversity Committee, Strategic Planning Committee, Family Planning Advocates Representative, Planned Parenthood Advocates of NY Board Member, Leave of Absence

February 2010; March 2010; April 2010; May 2010; June 2010; July 2010; September 2010; October 2010; January 2011; April 2011; May 2011; July 2011, October 2011, March 2012, July 2012, October 2012, December 2012, April 2015, July 2017, August 2017

New York State Department of Taxation and Finance
New York State and Local Sales and Use Tax
**Exempt Organization
Exempt Purchase Certificate**

ST-119.1
(10/11)

☐ Single purchase certificate

☐ Blanket certificate

Your exempt organization number
is not your federal employer
identification number (see instructions)

Exempt organization number (6 digit number
issued by the New York State Tax Department)

EX - 1118141812

Name of seller			Name of exempt organization/purchaser		
Street address			Street address		
City	State	ZIP code	City	State	ZIP code
			Watertown	ny	13601

The exempt organization must be the direct purchaser and payer of record.

You may not use this form to purchase motor fuel or diesel motor fuel exempt from tax.

Representatives of governmental agencies or diplomatic missions may not use this form.

Carefully read the instructions and other information on the back of this document.

I certify that the organization named above holds a valid Form ST-119, *Exempt Organization Certificate*, and is exempt from New York State and local sales and use taxes on its purchases.

Certification: I certify that the above statements are true, complete, and correct, and that no material information has been omitted. I make these statements and issue this exemption certificate with the knowledge that this document provides evidence that state and local sales or use taxes do not apply to a transaction or transactions for which I rendered this document and that willfully issuing this document with the intent to evade any such tax may constitute a felony or other crime under New York State Law, punishable by a substantial fine and a possible jail sentence. I understand that this document is required to be filed with, and delivered to the vendor as agent for the Tax Department for the purposes of section 1838 of the Tax Law and is deemed a document required to be filed with the Tax Department for the purpose of prosecution of offenses. I also understand that the Tax Department is authorized to investigate the validity of tax exclusions or exemptions claimed and the accuracy of any information entered on this document.

Print or type name of officer of organization	Title
Theresa S. Barker	President/CEO
Signature of officer of organization	Date issued
<i>Theresa S. Barker</i>	

Need help?



Visit our Web site at www.tax.ny.gov

- get information and manage your taxes online
- check for new online services and features



Telephone assistance

Sales Tax Information Center (518) 485-2869

To order forms and publications. (518) 457-5431



Text Telephone (TTY) Hotline (for persons with hearing and speech disabilities using a TTY): If you have access to a TTY, contact us at (518) 485-5082. If you do not own a TTY, check with independent living centers or community action programs to find out where machines are available for public use.



Persons with disabilities: In compliance with the Americans with Disabilities Act, we will ensure that our lobbies, offices, meeting rooms, and other facilities are accessible to persons with disabilities. If you have questions about special accommodations for persons with disabilities, call the information center.



Strengthening Inland Southern California through Philanthropy

BOARD OF DIRECTORS

Sean Varner
Chair of the Board

J. Sergio Bohon
Vice Chair of the Board

Pat Spafford, CPA
Chief Financial Officer

Dr. Paulette Brown-Hinds
Secretary of the Board

Rabbi Hillel Cohn

Paul Granillo

Stanley Grube

Dr. Fred Jandt

Andrew Jaramillo

Nefertiti Long

Kirtland Mahlum

Brian McDonald

Meredyth "Charlie" Meredith

Susan Ovitt

Teresa Rhyne

Kathleen Sawa

Philip Savage IV
Immediate Past Board Chair

Dr. Henry Shannon

Tamara Sipos

Beverly Stephenson

Randall Tagami

Diane Valenzuela

Paula Myles
Interim President and CEO

November 30, 2017

S. L. Gimbel Foundation Fund

Ms. Tess Barker

President & CEO

Planned Parenthood of the North Country New York

160 Stone Street

Watertown, NY 13601

Dear Ms. Barker:

Congratulations! A grant has been approved for **Planned Parenthood of the North Country New York** in the amount of \$25,000.00 from the S.L. Gimbel Foundation. **The performance period for this grant is December 1, 2017 to November 30, 2018.** 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 provide Peer Education to at-risk 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 Friday, December 29, 2017.** Be sure to 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 December 15, 2018** and will be available online at:
<https://www.thecommunityfoundation.net/grants/grants/forms>.

We wish you great success and look forward to working with you during the grant performance period. If you have any questions, please feel free to contact me at 951-241-7777.

Sincerely,

Celia Cudiamat

Executive Vice President of Programs

22492 Planned Parenthood of the North Country New York

20170860 GIMB

