



Brother Dr. Thomas A. Bass Caring & Sharing Food Basket Delivery Program

Alpha Phi Alpha Fraternity, Inc. – Theta Zeta Lambda Chapter

Food Basket Delivery Program
(Ann Arbor/Ypsilanti)



Caring and Sharing Information Packet

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Brother Dr. Thomas A. Bass
Caring & Sharing
Food Basket Delivery Program

PROGRAM OVERVIEW

Program Overview

The **Dr. Thomas A. Bass Caring & Sharing Program** is a long-standing community service initiative of the Theta Zeta Lambda Chapter of Alpha Phi Alpha Fraternity, Inc. Established in 1987, the program honors the legacy of our charter member, **Dr. Thomas A. Bass**, by providing direct, compassionate support to families, seniors, and individuals in need throughout Washtenaw County and surrounding communities.

For nearly four decades, Caring & Sharing has embodied Alpha Phi Alpha's motto:

"Manly Deeds, Scholarship, and Love for all Mankind."

What began as a holiday food basket initiative has grown into a comprehensive, year-round community outreach program addressing food security, essential household needs, senior wellness, holiday support, and lifesaving education.

Program Mission

To strengthen families, honor elders, uplift children, and build healthier, more resilient communities through consistent service, dignity centered assistance, and meaningful partnerships.

Program Vision

A community where no family goes without basic necessities, no elder feels forgotten, and every individual is equipped with the care, resources, and skills needed to thrive.

Caring and Sharing Program Staff

Co-Program Directors

The Co-Program Directors are responsible for the overall leadership, coordination, and execution of the Dr. Thomas A. Bass Caring & Sharing Program. Their duties include:

- Providing strategic vision and annual planning for all Caring & Sharing initiatives
- Overseeing the Food Basket Delivery Program, Family Essentials Drive, Senior Connection Program, winter initiatives, and CPR Training efforts
- Developing and managing the annual Caring & Sharing budget and ensuring responsible stewardship of funds
- Coordinating volunteer recruitment, training, scheduling, and on-site supervision
- Managing partnerships with churches, community organizations, schools, barbershops, and nonprofit collaborators
- Leading sponsorship development, donor engagement, and community fundraising efforts

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- Ensuring timely planning and execution of holiday basket deliveries and major distribution events
- Maintaining program compliance with chapter policies, risk management standards, and Alpha Phi Alpha Fraternity, Inc. guidelines
- Serving as the primary point of contact for community inquiries, family referrals, and program communications
- Tracking program outcomes, documenting impact, and preparing reports and summaries for chapter leadership

Lead Advisor

The Lead Advisor provides guidance, continuity, and institutional knowledge to ensure the long-term success and integrity of the Caring & Sharing Program. Responsibilities include:

- Offering strategic counsel and mentorship to the Co-Program Directors
- Ensuring the program remains aligned with the mission, values, and traditions of Alpha Phi Alpha Fraternity, Inc.
- Supporting long-range planning and sustainability of the Caring & Sharing Program
- Assisting with relationship-building among senior community stakeholders and long-standing partners
- Providing oversight and feedback on program operations, policies, and procedures
- Supporting conflict resolution and decision-making when complex issues arise
- Helping preserve the historical legacy and original intent of the Caring & Sharing Program

CORE PROGRAM INITIATIVES

Food Basket Delivery Program (Foundational Initiative)

The cornerstone of Caring & Sharing, this initiative provides food baskets during **Easter, Thanksgiving, and Christmas.**

Who We Serve

- Families experiencing financial hardship
- Widows of deceased Alpha Phi Alpha fraternity brothers

What Is Provided

- Holiday food baskets with staple and celebratory items
- Fruit baskets and flowers for widows

Impact

- Addresses food insecurity during critical times of the year
- Honors legacy, dignity, and remembrance within the Alpha community

2. Family Essentials Drive

This initiative addresses everyday needs not covered by traditional food assistance programs.

Items Distributed

- Hygiene kits (soap, toothpaste, toothbrushes, deodorant, feminine products)
- Cleaning supplies (detergent, dish soap, disinfectant wipes, paper towels)
- Baby items (diapers, wipes, formula, bottles)
- School supplies (backpacks, notebooks, calculators, pens, pencils)

Community Partners

- Local churches
- NPHC organizations
- Barbershops
- Community centers

Impact

- Reduces financial stress on families
- Supports student readiness and household stability

3. Senior Connection Program

Designed to support Black elders and widows through consistent engagement and care.

Program Components

- Monthly wellness and companionship calls
- Home visits and light assistance
- Technology support (phones, video calls, health portals)
- Care packages (vitamins, blankets, puzzle books, household essentials)

Impact

- Combats isolation
- Promotes physical and emotional well-being
- Honors elders' lifelong contributions

4. Winter Attire Clothes Drive & Toys for Tots

Focused on meeting seasonal needs during Michigan's harsh winter months.

Winter Clothing

- New or gently used coats, hats, scarves, gloves, and boots

Toys for Tots

- Brand-new, unwrapped toys for children (infants through teens)

Impact

- Keeps families warm and safe
- Brings joy and normalcy to children during the holidays

5. Christmas Family Sponsorship (in partnership with YoungLives)

Supports single mothers and their children during the holiday season.

What We Provide

- Fulfillment of personalized family wish lists
- Holiday food baskets and winter items
- Gifts and essential household supplies

Impact

- Eases the holiday burden on parents
- Ensures children experience joy, dignity, and celebration

6. Certified CPR & AED Training Initiative

A community safety initiative focused on lifesaving education.

Program Features

- Certified CPR and AED training by licensed instructors
- Free or low-cost sessions through sponsors
- Trainings hosted at churches, schools, barbershops, and community centers
- Youth-focused and adult sessions

Impact

- Equips participants with skills that can double or triple survival rates
- Builds a culture of preparedness, responsibility, and care

ANNUAL PROGRAM CALENDAR (OVERVIEW)

Fall – Early Winter (September–December)

- Launch of Family Essentials Drive
- Volunteer recruitment and partner engagement
- Thanksgiving Food Basket Delivery (late November)
- Winter Attire Drive begins
- Christmas Food Basket Delivery and Toys for Tots
- Christmas Family Sponsorship distributions

Winter – Early Spring (January–April)

- Ongoing Senior Connection calls and visits
- Winter care package distribution
- Easter Food Basket Delivery (early April)
- Restocking of Family Essentials supplies

Spring – Summer (May–August)

- End-of-school Family Essentials distribution
- Back-to-School supply drives
- Senior wellness support continues
- Volunteer appreciation and sponsor outreach

Year-Round Activities

- Senior Connection Program
- Family referrals for assistance
- Community partnerships and sponsorship engagement

COMMUNITY IMPACT

Collectively, the Caring & Sharing Program:

- Serves hundreds of families annually
- Provides consistent care to elders and widows
- Distributes food, clothing, toys, and essential supplies
- Delivers lifesaving CPR training

Beyond material support, the program restores dignity, reduces stress, strengthens families, and inspires hope.

HOW THE COMMUNITY CAN HELP

Financial Contributions

- Directly support food baskets, essentials, and sponsorships

In-Kind Donations

- Coats, toys, hygiene products, baby items, and school supplies

Volunteer Service

- Basket packing and delivery
- Wellness calls and senior visits
- Event and distribution support

GRANT DEVELOPMENT AND FUNDING STRATEGY

The Dr. Thomas A. Bass Caring & Sharing Program actively pursues grant funding as a core sustainability strategy. The program leadership is committed to identifying, writing, and managing grants to secure additional resources that expand services, strengthen infrastructure, and ensure long-term program continuity.

Purpose of Grant Writing

Grant funding is sought to:

- Supplement donations and sponsorships to ensure year-round program stability
- Expand the number of families, seniors, and youth served annually
- Enhance program quality, consistency, and geographic reach
- Support administrative, logistical, and operational needs required to deliver high-impact services

Grant-Funded Program Areas

Grant proposals may be written to support one or more of the following Caring & Sharing initiatives:

Food Security & Basic Needs

- Holiday Food Basket Delivery Program (Easter, Thanksgiving, Christmas)
- Family Essentials Drive (hygiene kits, cleaning supplies, baby items, school supplies)

Senior Wellness & Aging Support

- Senior Connection Program wellness calls, home visits, and care packages
- Technology assistance and wellness resources for elders and widows

Youth & Family Stability

- Christmas Family Sponsorship initiative
- Winter Attire Clothes Drive and Toys for Tots distribution
- Back-to-School supply drives

Health, Safety & Community Preparedness

- Certified CPR & AED Training Initiative
- Youth and community safety education

Allowable Uses of Grant Funds

Grant funding may be used to support:

- Program supplies and materials (food, hygiene items, clothing, toys)
- Training costs, certifications, and instructional materials
- Transportation, storage, and distribution logistics
- Volunteer coordination and background support
- Program coordination, outreach, and communications
- Data collection, evaluation, and required grant reporting

Grant Writing & Management Responsibilities

The Caring & Sharing Program leadership is responsible for:

- Identifying relevant local, regional, state, and private grant opportunities
- Developing compelling grant narratives aligned with funder priorities
- Preparing program budgets and budget justifications
- Submitting applications in compliance with all deadlines and requirements
- Managing awarded funds responsibly and in accordance with grant terms
- Tracking outcomes, expenditures, and deliverables
- Preparing interim and final grant reports, including impact data and narratives

Measurable Outcomes for Grant Reporting

To meet funder expectations, the program tracks:

- Number of families, seniors, and youth served
- Quantity of food baskets, hygiene kits, clothing items, and toys distributed
- Participation and completion rates for CPR and safety trainings
- Volunteer engagement hours
- Service delivery timelines and geographic reach

These metrics allow the program to demonstrate effectiveness, accountability, and community impact.

Grant Readiness & Organizational Capacity

The Caring & Sharing Program is grant-ready due to:

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- Nearly four decades of continuous community service (est. 1987)
- Clearly defined program structure and leadership roles
- Established community partnerships and referral networks
- Proven ability to deliver large-scale seasonal initiatives
- Strong alignment with common grant focus areas including food security, senior services, youth development, and public health

Grant Development Goal

The long-term goal of grant development is to build a diversified funding portfolio that reduces reliance on any single funding source, strengthens program resilience, and ensures the Caring & Sharing Program can continue serving the community with excellence, dignity, and consistency year after year.

SPONSORSHIP OPPORTUNITIES (ANNUAL)

The Dr. Thomas A. Bass Caring & Sharing Program offers structured sponsorship opportunities that allow individuals, businesses, and organizations to make a measurable and meaningful impact throughout the year. Each level of support directly funds core initiatives while providing appropriate recognition and engagement opportunities for sponsors.

Legacy Partner – \$5,000 and Above

Legacy Partners serve as **presenting sponsors** for the Caring & Sharing Program and play a vital role in sustaining year-round operations.

Impact

- Supports multiple initiatives across the full program year
- Funds large-scale food basket distributions, senior care, and essential supply drives

Recognition & Engagement

- Designated as a *Presenting Sponsor* across all Caring & Sharing initiatives
- Prominent logo placement on flyers, digital materials, website, and program portfolio
- Verbal and written recognition at all major Caring & Sharing events
- Special acknowledgment during holiday basket deliveries
- Opportunity for on-site branding at collection hubs and community events
- Invitation for representatives to participate in volunteer activities and distributions

Community Champion – \$2,500

Community Champions provide critical mid-level support that strengthens families and seniors throughout the year.

Impact

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- Sponsors approximately **100 Family Essentials Kits** or supports **25 seniors** through the Senior Connection Program for one year

Recognition & Engagement

- Logo inclusion on select promotional materials
- Recognition in donor listings and community newsletters
- Invitation to volunteer at basket packing and distribution events
- Acknowledgment on Caring & Sharing social media platforms

Family Advocate – \$1,000

Family Advocates directly support families during the holiday season and moments of greatest need.

Impact

- Sponsors approximately **10 families** through the Christmas Family Sponsorship initiative
- Helps provide food baskets, winter items, and gifts

Recognition & Engagement

- Acknowledgment on program materials and social media
- Invitation to attend Caring & Sharing recognition or distribution events
- Recognition certificate suitable for display

Basket Builder – \$500

Basket Builders ensure families receive nutritious food during major holiday distributions.

Impact

- Provides food baskets for approximately **10 families** during Easter, Thanksgiving, or Christmas

Recognition & Engagement

- Listed as a *Supporting Sponsor* in Caring & Sharing materials
- Recognition certificate
- Inclusion in donor acknowledgments

Friend of Caring & Sharing – \$250

This level allows supporters to contribute directly to essential needs for families and children.

Impact

- Supports hygiene kits, winter clothing, toys, and essential household supplies

Recognition & Engagement

- Acknowledgment in donor listings
- Thank-you letter from the Caring & Sharing Committee

Individual Impact Opportunities – \$25–\$100

Individual Impact gifts allow supporters to contribute at a personal level while still making a meaningful difference.

Impact Options

- **Sponsor-a-Kit (\$25):** Provides hygiene and essential supplies for one family
- **Adopt-a-Senior (\$30/month):** Supports one elder with monthly wellness calls and care packages
- **Sponsor-a-Family (\$100–\$250):** Helps ensure a family's Christmas needs are met

Recognition & Engagement

- Inclusion in donor acknowledgments (as appropriate)
- Personal thank-you communication recognizing the specific impact of the contribution

All sponsorship levels directly support the mission of the Dr. Thomas A. Bass Caring & Sharing Program and help ensure consistent, dignified service to families, seniors, and individuals across our community.

CONTACT INFORMATION

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