CRLC Property Specifications

Capital Region Literacy Council is searching for a children's book storage space so our community continues to receive free children's books. Various possibilities can be great options:

- Sharing a property with a community service organization, school, church or other owner/occupant who will provide secure space to distribute books to schools & organizations that serve families in low-income areas of south-central PA.
- Building or suite for sale or lease (would require funding which is not presently budgeted).

Location: Central to Harrisburg area & accessible for volunteers/recipients

Space needs:

- Size: Secure area of 500 to 750+ SF of open space above flood plain
- Door: Grade level overhead or double door for UPS, skids, etc.
- HVAC: Heated (A/C preferred)
- Floor: Concrete or similar
- Lighting: 30 or more foot candles at table height preferred
- Access: Ideally 7 day/24 hours (minimum of at least business hours)
- On-site person to direct UPS or other deliveries to CRLC space. CRLC volunteers unpack, organize inventory and build book orders.
- Recipient organizations pick up book orders for their constituents or community events.
- Build-out:
    - CRLC to install book shelving where titles are organized by age levels. Work tables used to build out-going book orders
    - Bulk storage area for back stock, equipment, supplies, etc.
    - Restroom available for volunteers

Possible expanded community uses:

- Meeting area for literacy-based community impact, etc.

Capital Region Literacy Council PO Box 60723 Harrisburg PA 17106-0723
Joe Bedard Board Chair jbedard@naicir.com 717.579.6889