

GRANT PROPOSAL GUIDELINES

The Chester County Community Foundation connects people who care with causes that matter, so their philanthropy makes a difference now and forever.

- The Community Foundation is a collection of Funds: Field of Interest Funds + Donor Advised Funds.
- All Community Foundation Funds accept this grant application form.

Proposals submitted by nonprofits will be considered for 2 types of grants:

1) FIELD OF INTEREST & DONOR ADVISED FUNDS

- ◇ Proposals received **any time throughout the year** are eligible for funding consideration from the Foundation's Field of Interest Funds & Donor Advised Funds.
 - ◇ Grant **awards** typically range from **\$500 - \$7,500**.
 - ◇ Grant decisions are made **intermittently** throughout the year, as Fund Advisors desire.
 - ◇ Proposals are **electronically shared** with Fund Advisors to assist them in making grant decisions.
 - ◇ **General operating** grants are encouraged. Nonprofits should be specific about their mission, goals, and measurable outcomes.
 - ◇ Grants **focus on Chester County** causes and issues, but **are not limited** to Chester County.
 - ◇ Grants may be made to charitable nonprofits working in **all fields of interest** including arts, culture and humanities; education; community improvement; environment; religion; health; and human services.
- The goal of the Community Foundation's capacity building grantmaking is to **strengthen the effectiveness of nonprofit organizations serving the Chester County region**.
- ◇ Capacity building proposals received by **September 15** annually will be eligible for this special grant initiative.
 - ◇ Capacity building projects should strengthen a nonprofit, in areas including:
 - Mission, Vision & Strategy
 - Governance & Leadership
 - Strategic Relationships
 - Fundraising & Development
 - Operations
 - ◇ Grant **awards** range from **\$500-\$5,000**.
 - ◇ NPO's with budgets \$ 750,000 or less preferred
 - ◇ Grant monies are distributed by **February**.
 - ◇ Nonprofits must be **located in and serve Chester County** to receive a grant from this special initiative.

2) FUND FOR CHESTER COUNTY CAPACITY BUILDING INITIATIVE

- A receipt of the **Grant Proposal Summary Sheet, Narrative and Attachments**.
- Proposals are shared electronically online with Fund Advisors and the Grants Committee.
 - The electronic form is available at www.chescocf.org.

Per IRS regulations, applicants

- must be charitable, tax exempt organizations with 501(c)(3) certification
 - cannot be individuals
- **E-mail proposals are strongly encouraged to grants@chescocf.org**
 - Receipt will be confirmed by e-mail.

Please contact Kevin Baffa or Beth Harper Briglia at (610) 696-8211 or grants@chescocf.org if you have any questions. Thank you.

I. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL SUMMARY SHEET

One page only. This page will be shared electronically with Grant Committee Members & Fund Advisors.

Note: If Philanthropy Network of Greater Philadelphia's Common Grant Application is used, the Community Foundation's Summary Sheet MUST accompany application.

To obtain an electronic version of this application, visit www.chescocf.org

Date

Contact Information

Organization Name: Buck Cancer Foundation
Address: 1604 Barbara Drive, Downingtown, PA 19335

Phone: 610-761-7472
Website: <http://www.buckcancerfoundation.org>
Year Incorporated: 2015

Executive Director Name: Lori Nonnemaker
Executive Director E-mail:
lnonnemaker@buckcancerfoundation.org
Board of Directors Chair Name: Lori Nonnemaker
Primary Contact Name: Jon Schwartz
Primary Contact E-mail: jonschwa@yahoo.com

Has your nonprofit ever applied to the Community Foundation? Yes ___ No X Not Sure ___
Has your nonprofit ever received funding from the Community Foundation? Yes ___ No X Not Sure ___
 ___ Donor Advised Fund(s) ___ Fund for Chester County ___ Don't know/Not sure

Field/s of Interest:

___ Arts, Culture & Humanities ___ Environment/Animal Welfare ___X___ Education
___X___ Health ___ Human Services ___ Religion

Organization Information:

Geographic Area Served (If not all of Chester County, specify primary Chester County regions served): We currently serve the Greater Philadelphia area. Buck Nonnemaker for whom the Foundation was created lived in Chester County for over 24 years (lived in Downingtown and worked at QVC) and was part of the Penn Medicine network through the Chester County Hospital. In 2016, our Warm Hugs Initiative handed out 125 warm socks to cancer patients in the Penn Medicine network in Center City Philadelphia along with 3 chemo centers in Chester County including the hospital. Our first educational scholarship was provided to a student at the Won Institute in Montgomery County and our main office is located in Delaware County.

Describe Population Served and Annual Number of People Served: The BUCK Cancer Foundation raises funds to provide grants for medical research studies on complementary cancer treatment. These grants are currently being offered to the local research hospitals in the Greater Philadelphia area. Our inaugural medical research grant is expected in early Fall 2017. The BUCK Cancer Foundation also raises funds for educational grants for students pursuing a degree in integrative medicine or in a complementary cancer treatment (such as acupuncture, nutrition or medical marijuana). We awarded our inaugural educational grant in September 2016 to a graduate student in acupuncture. In early 2016, the BUCK Cancer Foundation handed out warm socks to 125 cancer patients as part of our Warm Hugs from BUCK initiative. These cancer patients were part of the Penn Medicine network including Chester County Hospital and two chemotherapy centers in Chester County. During the summer 2017, we plan to hand out water bottles to over 180 cancer patients.

Mission: The BUCK Cancer Foundation seeks to support and fund opportunities and endeavors that help build a bridge between ALL viable forms of cancer research and treatment (natural, holistic AND conventional) and unite them in one goal: to provide greater comfort to cancer patients during treatment

while working toward a cure. The BUCK Cancer Foundation is focused on **Bridging & Uniting Cancer Knowledge**.

Proposal Summary: In 2017, the BUCK Cancer Foundation plans to roll out an innovative pay-back (pay-forward) feature to our educational grant program for the fall semester. These innovative pay-forward educational grants provide up to \$5,000 to students pursuing a degree in integrative medicine or complementary cancer treatments. This grant program will provide funds to students who may not always have access to traditional student loans and grants. These grants would provide necessary funds to active students with the expectation that once the student has graduated and is fully employed, they would pay back the grant as a percentage of their salary (such as 1%) and the funds would be used to provide additional grants to future students pursuing a degree in integrative medicine or complementary cancer treatments. Even though the pay-forward educational grant program has been put in place at a few universities such as Purdue University, it is not yet widespread. We have therefore engaged legal counsel to ensure this program, contracts and related documents are properly prepared and executed. We are currently using donated funds to kick start this program. However, we are requesting funds to expand this innovative educational program into additional educational facilities in the Greater Philadelphia.

If Capacity Building Proposal, the focus is:

Mission, Vision & Strategy Governance & Leadership Strategic Relationships
 Fundraising & Development Other: _____

Annual Budget \$ <u>14,475</u>	<u>0</u>	# of Full-Time Equivalent Paid Staff
<u>66</u> % of budget for program expenses	<u>12</u>	# of Board Volunteers
<u>20</u> % of budget for administrative expenses	<u>20</u>	# of Active Non-Board Volunteers
<u>14</u> % of budget for fundraising expenses	<u>1470</u>	# of Volunteer Hours
<i>100 % total</i>		

Top 3-5 funding sources:

Our top 3 funding sources for 2016 were 1) fundraising events, 2) individual & Director donations received as part of our mid-year and year-end appeals and 3) corporate sponsorships.

Grant Amount Requested from the Community Foundation: \$ 5,000

II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

Provide clear, concise information. 3 pages maximum.

1. Organization's history, goals, key achievements and distinctiveness

Started in August of 2014, after Buck Nonnemaker lost his battle with cancer. The **BUCK Cancer Foundation** was incorporated in 2015 with the mission to support and fund opportunities and endeavors that build a bridge between ALL viable forms of cancer research and treatment and unite them in one goal: to provide greater comfort to cancer patients during treatment while working toward a cure.

The BUCK Cancer Foundation has two main value pillars upon which we provide services. They are:

- **Education** - The BUCK Cancer Foundation seeks to provide a reputable portal of educational resources for cancer patients and their caregivers on the complementary effects of natural, holistic treatments on conventional cancer care. Our goals include providing educational resources through our online presence, through printed materials distributed at oncologists' offices, and through educational seminars hosted by BUCK and other similarly aligned organizations. The BUCK Cancer Foundation also wants to increase education into integrative cancer treatments by providing educational grants to students pursuing a degree in integrative medicine or a complementary cancer treatment (such as acupuncture, nutrition or medical marijuana). We provided our inaugural traditional educational grant in September 2016 to a graduate student in acupuncture and plan to roll out an innovative pay-back (pay-forward) feature to this educational grant program in 2017. We have received a designated contribution of \$10,000 to jumpstart this program.
- **Research Funding** - The BUCK Cancer Foundation seeks to provide necessary funding towards research studies on complementary cancer treatments (i.e., natural and holistic treatments that may complement conventional cancer care). These grants are currently being offered to the local research hospitals in the Greater Philadelphia area (Penn Medicine, Jefferson). Our funding efforts are currently focused on our key funding priorities, which are those treatments that were important and beneficial to Buck Nonnemaker (acupuncture, nutrition and medical marijuana). We plan to award our first medical research grant totaling \$3,500-\$5,000 in 2017 and most of our fundraising activities over the last 2 years has been focused on meeting this objective.

In early 2016, the BUCK Cancer Foundation handed out warm socks to 125 cancer patients as part of our Warm Hugs from BUCK initiative. These cancer patients were part of the Penn Medicine network including Chester County Hospital and two chemotherapy centers in Chester County. During the summer 2017, we plan to hand out water bottles to over 180 cancer patients.

2. Funding request

- **Description of key initiatives**
- **Specific needs and issues to be addressed**
- **Organizational impact if initiative is undertaken**
- **How will this grant enhance your organization's capacity?**
- **How will this increase in organizational capacity be measured?**
- **Activities to implement the initiative. Please include a description of the expected activities; timeline and costs to implement the initiative. If external consulting services are required, include the anticipated costs and expertise of the consultants to be hired.**

- **Why it is important to fund this now**

Besides our other two key initiatives of funding medical research and our Warm Hugs from BUCK campaign, we are quite excited about our innovative Pay A BUCK Forward educational grant program, which will be fully launched in 2017.

Following the success of our inaugural traditional educational grant in September 2016, we are ready to roll out the innovative pay-back (pay-forward) feature to our educational grant program for the fall semester in 2017. These innovative pay-forward educational grants will provide up to \$5,000 to students pursuing a degree in integrative medicine or complementary cancer treatments. The Pay A BUCK Forward program will provide funds to students who may not always have access to traditional student loans and grants. These grants will provide necessary funds to active students with the expectation that once the student has graduated and is fully employed, they would pay back the grant as a percentage of their salary (such as 1%). The funds would be used to provide additional grants to future students pursuing a degree in integrative medicine or complementary cancer treatments. Put simply, this program will provide funds to students when they need it and allow them to pay it forward when they can afford it.

Even though the pay-forward educational grant program has been put in place at a few universities such as Purdue University, it is not yet widely used. We have therefore engaged legal counsel to ensure this program, contracts and related documents are properly prepared and executed.

The structure of the program will allow the BUCK Cancer Foundation to support students pursuing a degree in integrative medicine or in a complementary cancer treatment (such as acupuncture, nutrition or medical marijuana), but will also allow the Foundation to continue to provide grants into the future through the “pay-forward” feature. This innovative educational grant program will also increase our visibility with the types of students pursuing a degree that aligns with the BUCK Cancer Foundation mission. We have approved up to \$10,000 to kick start this innovative educational grant program but would like to request additional funding so we can expand the reach of this program to more educational facilities in the Greater Philadelphia area. We project the average grant amount each semester in this program to be \$5,000.

Related articles:

https://www.nytimes.com/2016/04/09/business/dealbook/getting-a-student-loan-with-collateral-from-a-future-job.html?_r=0

<https://www.theatlantic.com/education/archive/2017/03/why-one-university-is-sharing-the-risk-on-student-debt/519570/>

3. How impact and results will be demonstrated

The intended result from this program is to expand the number of medical students that graduate (or through post-graduate) with a degree in integrative medicine or complementary cancer treatments. Success will be measured by continually increasing the number employed medical graduates that are funding the grants of current medical students pursuing a degree in integrative medicine or complementary cancer treatments. Students funding students!

III. ATTACHMENTS

E-mail or mail this support information

1. Copy of 501 (c) (3) federal tax-exempt letter
2. List of Board of Directors, with their affiliations
3. Most recent annual report and financial statement, audited if available
4. Itemized organizational operating budget with actual results for prior fiscal year and current fiscal year to date
5. If capacity building initiative, itemized budget (including external consultant's proposal, if applicable)
6. Current strategic plan. If your nonprofit does not have a current strategic plan, explain why.

If Philanthropy Network of Greater Philadelphia's Common Grant Application is used, the Community Foundation's Summary Sheet MUST accompany application. Available at www.chescocf.org

E-mail completed proposals to grants@chescocf.org

Please contact Kevin Baffa or Beth Harper Briglia at (610) 696-8211 or grants@chescocf.org if you have any questions. Thank you.

Chester County
COMMUNITY FOUNDATION
*Connecting people who care with causes that matter,
so their legacies make a difference.*

Chester County
COMMUNITY FOUNDATION

CAPACITY BUILDING GRANT PROPOSALS

“Capacity building is whatever is needed to bring a nonprofit to the next level of operational, programmatic, financial, or organizational maturity, in order to more effectively and efficiently fulfill its mission.” *National Council of Nonprofits*

Capacity building initiatives may include (but are not limited to) projects which address:

- **MISSION, VISION & STRATEGY:** Organizational Assessment; Strategic & Business Planning
- **GOVERNANCE & LEADERSHIP:** Board Development; Executive Transition/Succession Planning; Leadership Development; Staff Training & Professional Development
- **STRATEGIC RELATIONSHIPS:** Coalition Building; Collaboration; Mergers & Acquisitions; Strategic Restructuring
- **DEVELOPMENT:** Donor Identification, Cultivation, Development & Stewardship; Development Campaigns (Annual, Capital, Planned Giving, Major Gifts); Earned Income Development; Social Enterprise Feasibility & Development; Marketing, Branding & Communications
- **OPERATIONS:** Disaster Recovery Planning; Financial Management; Human Resources; Volunteer Management; Industry Certification; Risk Management; Technology Improvements

Capacity Building Grants have been used to fund the following initiatives:

- **Strategic Analysis, Plan development and implementation**
- **Technology enhancements, including donor tracking and development software**
- **Website Design & Development**
- **Marketing Materials**
- **Development of Financial management and control systems**

Please Note: @99% of the grants issued by the Community Foundation are through the generosity of the Fund Advisors who created donor advised funds. @\$2+ million is granted annually to nonprofits in Chester County and beyond.

The Community Foundation has a small pool of unrestricted funding to support capacity building initiatives. A separate grant proposal (using the same application format) must be submitted to be considered for a capacity building grant.

To inform donors of grant proposals that have been received by the Foundation, the grant proposal cover sheet and narrative are posted on the Community Foundation’s website with a link to the nonprofit’s website. Quarterly, our donors are mailed a written list of all grant applications received, and directed to the grant proposal webpage so they can review active grant proposals. Community Foundation staff also discuss active grant proposals during donor meetings, when donors are interested in the causes served by the nonprofit.

E-mail completed proposals to grants@chescof.org

Please contact Kevin Baffa or Beth Harper Briglia at (610) 696-8211 or grants@chescof.org
if you have any questions. Thank you.

