

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.

2) FUND FOR CHESTER COUNTY CAPACITY BUILDING INITIATIVE

- ◇ 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
- ◇ 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.

- A proposal is considered "complete" when the Chester County Community Foundation has confirmed 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 9/14/17

Contact Information

Organization Name: La Comunidad Hispana

Executive Director Name: Alisa Jones

Address: 731 W. Cypress Street

Executive Director E-mail: ajones@lchps.org

Kennett Square, PA 19348

Phone: 610-444-7550

Board of Directors Chair Name: Ronan Gannon

Website: www.lacomunidadhispana.org

Primary Contact Name: LeeAnn Riloff

Year Incorporated: 1973

Primary Contact E-mail: lriloff@lchps.org

Has your nonprofit ever applied to the Community Foundation? Yes No Not Sure

Has your nonprofit ever received funding from the Community Foundation? Yes No 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

Education

Health

Human Services

Religion

Organization Information:

Geographic Area Served (If not all of Chester County, specify primary Chester County regions served):

Southern Chester County (Kennett Square to Oxford/Nottingham)

Describe Population Served and Annual Number of People Served:

LCH serves more than 6,500 unduplicated individuals each year with a wide range of health, social, educational, and workforce programs. Our comprehensive database, LCH Centricity, enables us to offer these programs using a person-centered, coordinated model of care. Our clients receive services from three locations across our service area: our main facility in Kennett Square, our Dental Center in Kennett Square, and our Oxford Health Center. Nearly 90% of those we serve are very low income, with a household income below 200% of the Federal Poverty Level, and about the same percentage are Latino. About two-thirds of our clients are uninsured, and our organization serves as a health safety net for those who cannot otherwise access care in our community.

Mission:

LCH's mission is to help low-income residents of southern Chester County to stay healthy, build strong families, and lead productive lives by offering high-quality, culturally welcoming services.

Proposal Summary:

LCH is requesting funding to expand our presence in Oxford. We are currently investigating several sites to determine their suitability for an expanded Oxford Health and Social Services Center. Our original Oxford site, opened two years ago, is a small office with just three exam rooms. Already, the demand for our services has outstripped the capacity of this small site; in addition, this community is in marked need of expanded social services and behavioral health care, which we feel we must provide to fulfill our mission.

If Capacity Building Proposal, the focus is: N/A

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

| | | |
|--|--------------|--------------------------------------|
| Annual Budget \$ <u>\$5,136,183</u> | <u>68</u> | # of Full-Time Equivalent Paid Staff |
| <u>88</u> % of budget for program expenses | <u>12</u> | # of Board Volunteers |
| <u>8</u> % of budget for administrative expenses | <u>85</u> | # of Active Non-Board Volunteers |
| <u>4</u> % of budget for fundraising expenses | <u>3,877</u> | # of Volunteer Hours |
| <i>100 % total</i> | | |

Top 3-5 funding sources:

Alice K. Moorhead: \$225,000

The Pew Charitable Trusts: \$180,000 (three year grant, booked in FY17)

Independence Blue Cross Foundation: \$75,000

Grant Amount Requested from the Community Foundation: \$ 15,000

II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

Provide clear, concise information. 3 pages maximum.

Organizational Description

Founded in 1973, LCH began as a grassroots organization providing social services to migrant laborers in the mushroom industry. Today, LCH assists over 6,500 individuals annually with multiple health and social services. In 2012, LCH received designation as a Federally Qualified Health Center (FQHC). In 2013, we were recognized as one of the five best FQHCs in Pennsylvania. We have expanded our presence across our service area to meet community need, opening an Oxford Health Center in 2015, and a Dental Center in Kennett Square in 2017. Our mission is to help low-income residents of southern Chester County to stay healthy, build strong families and lead productive lives by providing high-quality, culturally welcoming services.

Our services are intended to address the whole person and coordinate services for a personalized plan that will enable each client achieve good physical and mental health as well as financial stability. LCH is the only organization in southern Chester County that offers, in a single facility, a comprehensive set of health and social services designed to support our growing population of Latinos and other low-income people. As a result of our long history and trust in our community, we function as a hub for area Latinos, who come to LCH to address a myriad of concerns in a safe, bilingual, and compassionate setting. In recent years, LCH has begun to gain awareness in non-Latino populations as well as a resource for high-quality, affordable care.

LCH has a commitment to diversity demonstrated in our Board, staff, and client composition. For example, our Board is comprised 54% of clients of our health center. Both our Board and staff are highly diverse in terms of gender, race, ethnicity, national origin, income and education. While LCH was created initially to serve the needs of local Latinos, and while our bilingual and bicultural capacity remains a strength, we work hard to communicate to the general community that our services are here for all. We are committed to listening to our clients' feedback, conducting an extensive client survey at least per year, and convening a quarterly "Congreso de Miembros" as an open forum for clients to have a voice in LCH's services.

Key Achievements and Distinctiveness

Thanks to our successful FortyForward campaign, LCH has been able to make several important advances over the past few years. One has been the implementation of LCH Centricity, our comprehensive database, which enables us to serve each client holistically, coordinating multiple services to help them reach their individual goals. As a side benefit, transferring our billing procedures to the new system substantially increased our collection of insurance reimbursements, which is now a reliable source of annual income for LCH.

Another notable success was the addition of several new services much needed by our target population, including behavioral health care (added in 2014), the Oxford Health Center (opened in late 2015) and the Dental Center (opened in early 2017). Along with a wider range of services, we have increased the number of patients we see each year, and now serve more than 6,500 unduplicated individuals annually.

While we are proud of our increased quantitative measures, we are equally proud of the qualitative success of our programs. LCH has received several recognitions in the past year as a result of the quality of our care. This summer, LCH received the designation of a Level Three Patient Centered Medical Home from the National Committee on Quality Assurance, the highest designation available, recognizing our commitment to quality care and accessibility. In August of this year, we were one of only a few Federally Qualified Health Centers in Pennsylvania to receive a Health Care Quality Leadership Award.

Funding Request

LCH is requesting funding for expanded services at our Oxford Health Center. The site, which opened in December 2015, is already at capacity, and we have identified significant unmet needs. To meet our goal of providing integrated services to help address the social determinants of health, we must be equipped to help our Oxford area clients with the behavioral health issues and social service needs that are currently unmet.

Specific Chester County Need

In December 2015, LCH opened the Oxford Health Center, in response to the outcomes of a needs assessment revealing significant unmet need for health services in the western end of LCH's service area (roughly West Grove to Nottingham). Many living in this area had no access to health or mental health services, and did not know about LCH, partly because of our presence solely in Kennett Square, and partly because of the assumption that we serve only Latinos.

Since opening the Oxford Health Center, we have become aware of even more unmet need in this community, especially regarding mental health needs and addiction. With the future of the Affordable Care Act in jeopardy, many more uninsured individuals may soon need access to affordable health care, and we must be prepared for that possibility. With these needs in mind, LCH plans to expand our presence in Oxford, from our current small medical office to a larger facility.

Organizational Impact

An expanded presence in Oxford will allow us to serve many more individuals on the western end of our service area, doubling the numbers served from about 750 to 1,500 in the first full year of operations. It will also enable us to provide higher quality care, utilizing the same Person Centered Integrated Services (IPCS) model of care that is so effective at our main Kennett Square facility. By offering health, behavioral health, social services, and educational and workforce development programs in a coordinated way, we can work to improve the health of Oxford area residents by addressing the many social determinants of health.

LCH's centralized database, LCH Centricity, measures the impact of all of our programs individually, and helps us analyze how they work together for the benefit of our clients. Centricity produces a number of "dashboards" for our different programs each month, enabling us to view and assess our progress toward our goals. We set a wide range of objectives, both qualitative and quantitative, and Centricity empowers us to determine whether we are being effective in meeting them. Our Oxford Health Center dashboard helps us assess our accomplishments at this site, and will enable us to determine whether we are meeting the objectives of this new expansion.

Activities to Be Implemented

LCH is currently exploring several potential locations in Oxford for our expansion, considering capacity, accessibility, and parking. We hope to be able to expand our medical capacity from three exam rooms in the current facility to eight, and to have at least three consultation rooms available for mental health counseling. Likewise, our staffing at the Oxford site will increase significantly, including three new clinical professionals (one physician, one nurse practitioner, and one registered nurse), two new behavioral health consultants, and three new social workers.

We are currently in conversation with a number of other area providers, including Oxford Area Neighborhood Services Center (OANSC), Holcomb Behavioral Health, and the Domestic Violence Center of Chester County (DVCCC), to discuss plans for collaboration. We plan to structure a tiered approach to mental health treatment, with LCH staff offering mental health counseling for depression, anxiety, substance abuse, and comparable mental health issues, and a partner agency (most likely Holcomb) providing on-site staff to address serious mental illness and addiction. Depending on the

facility we choose, we hope to have space available for partner agencies to co-locate and offer services under our roof (as, for example, DVCCC does now at our Kennett Square site).

With a new facility and expanded staff, we will be positioned to provide truly integrated health and human services to a significant population of low-income individuals. Oxford is a community hard hit by the current opioid crisis, and LCH must be part of the community response to address, treat, and prevent addiction. With a compassionate, accessible, full-service resource in town, all Oxford area residents will be able to access a path to good health.

Impetus for Funding Now

LCH has an opportunity to apply for state funding to partially support this new site for its first two years, and we have several major donors interested in supporting the project. Additionally, there are new streams of funding that will be available to support the site's expanded focus on mental health and addiction treatment. We feel that now is the time to move to address the local mental health crisis before it becomes still worse, and to employ our successful model of integrated care to benefit residents of Oxford, a community which has grown considerably over the last few years.

Impact and Results

With adequate funding to expand our services to the Oxford community, we expect to achieve the following results, all tracked and evaluated on LCH Centricity:

- 1) In the expanded center's first year of operations, we will serve at least 1,500 individuals with health, mental health, and/or social services.
- 2) With a combined strategy of additional LCH behavioral health professionals and a partnership with a provider of specialized services for severe mental illnesses and addiction, we will serve at least 500 unduplicated individuals with needed mental health support.
- 3) LCH will partner with at least two other Oxford area social service agencies to coordinate in-house service at LCH, enabling them to meet multiple needs under one roof.
- 4) LCH will expand educational and workforce development activities in Oxford, increasing our numbers served through these programs from 15/year at present to at least 50.