

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

Contact Information

Date

Organization Name: Phoenixville Jaycees Foundation
Address: #8 Gay Street, Phoenixville, PA 19460

Executive Director Name: Erica Klinedinst
Executive Director E-mail:

Phone: (484) 928-0052

ericak@phoenixvillejaycees.org

Board of Directors Chair Name: Rey Rodriguez

Website: www.phoenixvillejaycees.org

Primary Contact Name: Adam C. Deveney

Year Incorporated: 1952

Primary Contact E-mail:

adamdeveney@verizon.net

(610)715-6709 (c)

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

___ Education

X Health

___ Human Services

___ Religion

Organization Information:

Geographic Area Served: Phoenixville Borough; Chester County and portions of Montgomery County.

Describe Population Served and Annual Number of People Served:

In Phoenixville, Pennsylvania alone, a population of 16,885, 7.2% under the age of 65 years have some form of disability or challenge and would possibly benefit from this project. This project will well-serve the Greater Phoenixville Community. This does not include family members that might join the individual in play.

Mission:

The Jaycees mission is to "Provide Development Opportunities that Empower Young People to Create Positive Change."

The Kiwanis mission is to "Change The World One Child and One Community at a Time."

Proposal Summary:

The individual needs of children and peers, communities, and ultimately wider society share benefits of inclusive play. Societally, it is important to understand similarities and differences between people. A positive sense of self, self-esteem and a tolerance of being different is important to society to build and succeed.

Currently there exists a need and opportunity for the playground in Reeves Park, Phoenixville, Pennsylvania, that has served the community well since the early 1990's, to be replaced. It is now time for the community through this partnership to come together and refurbish and bring it up to an " ALL-INCLUSIVE" facility that everyone can utilize and enjoy.

Collectively, utilizing the State of Pennsylvania’s statistics (<https://www.pa.gov/accessibility-policy>), the closest “All-Inclusive” playground to Phoenixville is located in Haverford Township, PA (15.1 miles) away.

If Capacity Building Proposal, the focus is:

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

Annual Budget \$ See Attached Budgets 1 # of Full-Time Equivalent Paid Staff
 _____ % of budget for program expenses 14 # of Board Volunteers
 _____ % of budget for administrative expenses 60 # of Active Non-Board Volunteers
 _____ % of budget for fundraising expenses 1,800 # of Volunteer Hours
100 % total

Top 3-5 funding sources:

1. Federal, State, and Local Grants (State Grant \$25,000, Senator Andrew Dinniman)
2. Grants and Private Foundations
3. Individual Contributions (CrowdRise currently has raised \$40,000); Contractor Contribution \$50,000 in kind service)
4. Local fund Raising (Auction and Dinner \$31,600)

Grant Amount Requested from the Community Foundation: \$ 10,000



II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

Provide clear, concise information. 3 pages maximum.

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

Kiwanis Club of Phoenixville was founded on September 15, 1925 and has been active in Phoenixville for 93 years. The Kiwanis mission is to "Change The World One Child and One Community at a Time."

- Refurbished local library computer system
- Funds for upgrading local elementary school playground
- Supported local free medical clinic sponsoring a Children's Exam Room
- Medical supply support of Bulgarian Orphanage decreasing deaths from 10% to 3%
- Support High School Band for trip to National Competition
- Support High School Physics Club for trip to National Competition

Phoenixville JAYCEES Foundation was founded in 1952. The Jaycees mission is to "Provide Development Opportunities that Empower Young People to Create Positive Change."

- The Foundation was established in 1952 to provide development opportunities that empower young people to create positive change
- Annual Dogwood Parade recognizing and supporting Military personnel
- Annual Dogwood Pageant providing academic scholarships for High School students
- Local 5K race for fund raising supporting local community activities

2. Funding request

• Description of key initiatives

The project has been name "**PLAYGROUND IN THE PARK**" since it will benefit the community at large. Intrinsically, there are several goals and initiatives that will be accomplished by this project, namely:

- A safe place where children and adults of all abilities can play together.
- Provide a developmentally appropriate facility for those with and without disabilities.
- Remove barriers to exclusion, both physical and social.

• Specific needs and issues to be addressed are to provide a "sensory rich" experience for all focusing on:

- Physical Accommodations – Accommodating physical disabilities.
- Engagement – something for everyone including those that like to climb, run, spin, slide, swing and more.
- Integrated – A space designed as a cohesive community where play opportunities are integrated throughout, important for social development.
- Promote Inclusion – Educate and bring families and people together.

• Organizational impact if initiative is undertaken

- **How will this grant enhance your organization's capacity?**
 - This grant will strengthen the partnership's long-term sustainability by developing or refining goals and objectives within the community. Enhancing community effectiveness is one way in which grants help! Grants that are located and awarded to various non-profits and not-for-profits will help Phoenixville Organizations, including the

Jaycees and Kiwanis become more productive and financially secure in fulfilling their missions for their respective organization and the community-at-large.

- **How will this increase in organizational capacity be measured?**
 - Measurability is associated primarily on the qualitative side for this project evaluation. What is sought through an “All-Inclusive” playground is to support:
 - Peer interaction
 - Remove the shortcomings of a traditional playground seen as an experience in exclusion
 - Cross generational play in building strong families
 - Awareness and acceptance of individuals that have different capabilities and background
 - Prepare those with challenges to be accepted in society
 - Quantitative measurement, seeking numerical and statistical output, does not lend itself well this type of project. However, based on the challenged population in the Phoenixville Area approximately 1,200 individuals plus their families alone may now avail themselves of this facility.
- **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.**
 - Development of Plans and Specifications
 - Creation and Project Team Review and Approval
 - Submission, Review and Approval of Plans through Various Regulatory Agencies and Municipalities
 - Selection of Contractor
 - Project Construction and Various Levels of Inspection
 - Project Completion and Approval by Authorities as Well as the Project Team
 - Close Project Out and Report to Funding Sources and Donors Requiring such Reporting and Expenditure of Funds
 - Open Project to the Community
 - PROJECT TEAM MEMBERS:
 - Adam Supplee, Landscape Architect and Planner, Principal, Alta Planning & Design
 - Brian Watson, Borough Engineer, Borough of Phoenixville (Oversight)
 - Melissa Gibbons, CPRP, CPSI, Director of Parks and Recreation
 - John Keenan, Board Member, Phoenixville Area Kiwanis Club
 - Beth Burckley, Borough Council, Phoenixville Jaycees

The overall schedule is estimated to start in April 2019 and completed in October 2019. Estimated budget for the project is listed below.

- **Why it is important to fund this now**
 - The preliminary estimate of the total project cost is \$400,000 broken down as follows:

All – Inclusive Playground Equipment	\$ 128,652.00
Surfacing ⁱ	\$128,950.00

Installation	60,037.00
Bathrooms – ADA Compliant ⁱⁱ	\$77,500.00
Total Estimated Project Cost (Rounded)	\$400,000.00

i Fall Absorbing Ground Cover Under and Around All Equipment

ii Fully Accessible – ADA Compliant Bathroom Facilities Built and Incorporated into the Existing Reeves Park Band Shell

- This project is finite with a clear goal that the partnership wants to bring to life. The amount of money the partnership needs to complete the project has been defined. There is momentum in the community-at-large to fund and build this playground and we plan to take full advantage of the timing.

Coincidentally, and with somewhat of a surprise, the Borough of Phoenixville is behind and in full support of the “All-Inclusive Playground.” That is definitely a reason to move ahead and fund the project as quickly and efficiently as possible.

A sense of urgency has not only motivated the partnership but also the community. ***It works!*** Projects that have reached 60% of their funding goal, 98% were successfully funded. We are hoping our fund raising will either be realized or surpass our goal.

Many backers rally around community projects. Their backing may come in different forms like; a new effort from someone they've long admired, inspired by a new idea and others the pledge by a project's rewards.

Chester County Foundation’s support will be more than just pledging funds to this project. It is support to a creative idea that you may want to see exist in the community.

3. How impact and results will be demonstrated

- As previously mentioned and repeated here measurability is associated primarily on the qualitative side for this project evaluation. What is sought through an “All-Inclusive” playground is to support:
 - Peer interaction
 - Remove the shortcomings of a traditional playground seen as an experience in exclusion
 - Cross generational play in building strong families
 - Awareness and acceptance of individuals that have different capabilities and background
 - Prepare those with challenges to be accepted in society

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.

ATTACHMENT 1
IRS 501 (c) (3) FEDERAL TAX-EXEMPT LETTER

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: APR 24 2015

THE PHOENIXVILLE JAYCEES FOUNDATION
PO BOX 183
PHOENIXVILLE, PA 19460-0183

Employer Identification Number:
47-2550655
DLN:
17053090365025
Contact Person:
JOHN JENNEWEIN ID# 31307
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990 Required:
Yes
Effective Date of Exemption:
December 1, 2014
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,



Director, Exempt Organizations

Letter 947

ATTACHMENT 2
LIST OF BOARD OF DIRECTORS, WITH THEIR AFFILIATIONS

Name	Organizational Title	Affiliation
Rey Rodriguez	President	Phoenixville Jaycees
Katie McNellis	Chief Operating Officer	Phoenixville Jaycees
Jessica Capistrant	Treasurer	Phoenixville Jaycees
Erica Klindedinst	Executive Director	Phoenixville Jaycees

Name	Organizational Title	Affiliation
Kathy Dietrich	President	Phoenixville Kiwanis Club
Larry Gubanich	Treasurer	Phoenixville Kiwanis Club
Peg Kelly MacDonald	Corresponding Secretary	Phoenixville Kiwanis Club
Lee Deveney	Recording Secretary	Phoenixville Kiwanis Club
Yvonne Brownlee	Board Member	Phoenixville Kiwanis Club
Timi Cory	Board Member	Phoenixville Kiwanis Club
Adam C. Deveney	Board Member	Phoenixville Kiwanis Club
David Gill	Board Member	Phoenixville Kiwanis Club
Kathy Gill	Board Member	Phoenixville Kiwanis Club
Victoria O'Neill	Board Member	Phoenixville Kiwanis Club

ATTACHMENT 3
MOST RECENT ANNUAL REPORT AND FINANCIAL STATEMENT, AUDITED IF AVAILABLE

NOT AVAILABLE

ATTACHMENT 4
ITEMIZED ORGANIZATIONAL OPERATING BUDGET WITH ACTUAL RESULTS FOR PRIOR FISCAL YEAR AND
CURRENT YEAR TO DATE

Kiwanis Club of Phoenixville
2018 Administrative Budget Report

	2018 Budget	2018 ACTUAL	2018 Difference
INCOME			
50 - 50 Drawings	\$400	\$ 148	\$ 400
Dues - received	\$8,414	\$ 5,530	\$ 8,414
Kiwanis Meals - Income	\$6,875	\$ 2,598	\$ 6,875
Miscellaneous (Candy sales, Blues Festival)		\$ 1,054	
TOTAL INCOME	\$ 15,689	\$ 9,308	\$ 15,689
EXPENSES			
District Convention	\$200	\$ -	\$ 200
International Convention/Foundation Gift	\$275	\$ 238	\$ 275
TOTAL Conventions	\$ 475	\$ 238	\$ 475
Transfer to Reserves	\$794	\$ -	\$ 794
Membership Supplies	\$200	\$ 44	\$ 200
Annual dues	\$5,768	\$ 4,903	\$ 5,768
TOTAL Dues, Insurance	\$ 6,762	\$ 4,947	\$ 6,762
PA District Foundation Contribution	\$250	\$ 250	\$ 250
Annual Picnic	\$200	\$ -	\$ 200
Kiwanis Meals - Expense	\$5,912	\$ 2,143	\$ 5,912
Other (Candy Sale, Blues Festival)	\$0	\$ 661	
Supplies	\$100	\$ -	\$ 100
TOTAL Membership Related Expenses	\$ 6,462	\$ 3,054	\$ 6,462
Misc. Office Expenses	\$300	\$ -	\$ 300
Post Office Box Fees	\$70	\$ 76	\$ 70
Postage	\$300	\$ 308	\$ 300
Donation to St. John's	\$100	\$ -	\$ 100
Senior Center Rental Fees	\$940	\$ 350	\$ 940
Portabuzz Fee	\$300	\$ -	\$ 300
Web Page Name	\$80	\$ -	\$ 80
Total Other Expenses	\$ 1,990	\$ 732	\$ 1,990
TOTAL EXPENSES	\$ 15,689	\$ 8,971	\$ 15,689
NET (Income Over Expenses)	\$ -	\$ 67	\$ -

ATTACHMENT 4 (cont.)
ITEMIZED ORGANIZATIONAL OPERATING BUDGET WITH ACTUAL RESULTS FOR PRIOR FISCAL YEAR AND
CURRENT YEAR TO DATE

Kiwans Club of Phoenixville
Service Account Budget Report
Fiscal 2018

	2018 BUDGET	2018 ACTUAL	2018 DIFF.
INCOME			
Community Day	\$3,000	\$1,117	-\$1,883
Holiday Parade	\$500	\$500	\$0
Dogwood	\$5,000	\$0	-\$5,000
Duck Race	\$10,000	\$0	-\$10,000
Prior year carryover	\$5,000	\$5,371	\$371
Blues Festival	\$2,000	\$0	-\$2,000
March Fundraiser	\$15,000	\$0	-\$15,000
Proceeds from Investment Withdrawal		\$0	\$0
Miscellaneous fundraisers	\$0	\$0	\$0
TOTAL INCOME FROM FUNDRAISERS	\$40,500	\$6,988	-\$33,512
COMMUNITY SERVICES			
Community Day	\$1,250	\$414	-\$836
Holiday Parade	\$1,500	\$500	-\$1,000
Dogwood	\$3,000	\$0	-\$3,000
Duck Race	\$7,500	\$0	-\$7,500
March Fundraiser	\$7,500	\$0	-\$7,500
Blues Festival	\$1,500	\$0	-\$1,500
Chamber of Commerce			
Ball and MAP Ad		\$0	\$0
Dinner	\$400	\$0	-\$400
Dues	\$150	\$150	\$0
Kiwans Youth Award	\$0	\$0	\$0
Children's Plaza Programs	\$2,200	\$0	-\$2,200
Unbudgeted requests	\$500	\$640	\$140
Reeves Park Decorations	\$300	\$64	-\$236
Liability Ins	\$0	\$850	\$850
Storage Facility	\$1,200	\$600	-\$600
Total Community Services	\$27,000	\$3,217	-\$23,783
HUMAN & SPIRITUAL			
International Foundation	\$250	\$0	-\$250
Kiwans Club Foundation	\$250	\$0	-\$250
Soldier Collection	\$200	\$100	-\$100
Sunshine	\$50	\$0	-\$50
Unbudgeted Requests	\$100	\$40	-\$60
Total Human & Spiritual	\$850	\$140	-\$710
Contribution to Endowment Fund	\$0	\$1,068	\$1,068
Payback to Investment Account	\$5,770	\$0	-\$5,770
SERVICE GROUPS			
AKTION Club	\$400	\$200	-\$200
Builders Club - Phoenixville	\$180	\$180	\$0
Builders Club - Spring Ford Intermediate	\$180	\$180	\$0
Builders Club - Spring Ford Middle School (7th Gr.)	\$180	\$180	\$0

ATTACHMENT 4 (cont.)
ITEMIZED ORGANIZATIONAL OPERATING BUDGET WITH ACTUAL RESULTS FOR PRIOR FISCAL YEAR AND
CURRENT YEAR TO DATE

Builders Club - Spring Ford Middle School (8th Gr.)	\$0	\$0	\$0
School Groups Dinner Guests	\$400	\$100	-\$300
K-Kids - Phoenixville			
Barkley	\$180	\$180	\$0
Convention	\$300	\$0	-\$300
East Pikeland (Manavon)	\$180	\$180	\$0
East Pikeland T Shirts		\$0	
Schuykill	\$180	\$280	\$100
Kiwanis Background Check Fees	\$50	\$0	-\$50
Key Club			
Cat Pickering		\$0	\$0
Convention	\$150	\$0	-\$150
Key Leader - Phoenixville	\$500	\$0	-\$500
Total Service Groups	\$2,880	\$1,480	-\$1,400
<u>YOUNG CHILDREN PRIORITY ONE</u>			
Infant Car Seats	\$200	\$0	-\$200
Comfort Bags	\$1,000	\$398	
District Service Project	\$300	\$0	-\$300
Unbudgeted requests	\$250	\$0	-\$250
Total Young Children Priority One	\$1,750	\$398	-\$750
<u>YOUTH SERVICES</u>			
Kiwanis			
Halloween Party	\$400	\$80	-\$340
Unbudgeted Requests	\$100	\$0	-\$100
Patriotic Celebration	\$400	\$0	-\$400
Patriotic Celebration Essay Awards	\$350	\$0	-\$350
Area School Districts			
CAT Pickering Scholarships			\$0
PASD Special Olympics	\$0		\$0
PAHS Senior Scholarships	\$1,000	\$0	-\$1,000
			\$0
Total Youth Services	\$2,250	\$80	-\$2,190
TOTAL EXPENSES	\$40,500	\$5,296	-\$35,204
INCOME LESS EXPENSES	\$0	\$1,692	\$1,692

ATTACHMENT 4 (cont.)
ITEMIZED ORGANIZATIONAL OPERATING BUDGET WITH ACTUAL RESULTS FOR PRIOR FISCAL YEAR AND
CURRENT YEAR TO DATE

2018 Phoenixville Jaycees Foundation Budget

	2018 Budget	Year to Date Actual	Actual EOY		
Revenue					
Dogwood Festival	\$25,000.00	\$1,000.00			
Burn off the Bird	\$3,000.00	-			
Movie in the Park	\$1,500.00	-			
Membership	\$1,200.00	-			
Firebird Festival	\$15,000.00	-			
Street Art Festival	\$1,000.00	-			
Grants	\$2,500.00	-		*+ playground	
IM Sports	\$2,500.00	\$1,000.00			
Playground (Kiwanis)	\$250,000.00	\$75,000.00			
Playground	-	-			
Rental Apartment / Building	\$10,000.00	\$2,700.00			
Bidpal	\$10,000.00	\$3,000.00			
Expenses					
Insurance	\$10,000.00	\$2,000.00			
Scholarship	\$3,500.00	-			
Employee	\$40,000.00	\$10,000.00			
Marketing	\$2,000.00	-			
Sponsorships	\$4,000.00	-			
YPN	\$4,000.00	\$750.00			

ATTACHMENT 5
**IF CAPACITY BUILDING INITIATIVE, ITEMIZED BUDGET (including external consultant's
proposal, if applicable)**

NOT APPLICABLE

ATTACHMENT 6
CURRENT STRATEGIC PLAN. IF YOUR NON-PROFIT DOES NOT HAVE A CURRENT STRATEGIC PLAN, EXPLAIN WHY

The Jaycees and Kiwanis are volunteer organizations with collectively over 158 years of experience in the community. They are not large enough that key points of a Strategic Plan like:

- Setting Directions and Priorities,
- Getting Everyone on the Same Page,
- Simplifying Decision Making,
- Aligning to a Common Goal,
- Communicating, and

is that difficult for either organization.

Strategic Plans are important. Prior to a new business year, both Boards of Directors plan for the upcoming year. However, both organizations realize, react, and support other smaller organizations within the community that may not know how to raise funds; but yet are in need of financial resources. Many requests for assistance surface during the year from requestors, with little or no forethought, outside of both the Jaycees and Kiwanis. The Jaycees and Kiwanis step up accordingly to help! Thus, unless it is a major project like “Playground in the Park” the strategic plan is limited to usually one year. If an item from a previous year is successful and lends itself to be repeated, then it is repeated.

The experience level of both organizations allows each to interject new ideas and projects as the planning year moves forward. Periodically, new ideas are tested and change in directions take place and become part of the planning year.

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.*

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: Business Continuity 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.

