

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 06.14.2018

Contact Information

Organization Name: W.C. Atkinson Memorial Community Service Center, Incorporated (AMCSI)

Executive Director Name: Minnie McNeil, Advisor
Address: 822 E. Chestnut St. Coatesville, PA 19320 Executive Director E-mail: mm10410053@msn.com
Phone: 610.380.6193 Board of Directors Chair Name: Charles Cheatham
Website: www.wcatkinson.org Primary Contact Name: Minnie McNeil
Year Incorporated: 1988 Primary Contact E-mail: Above

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):

The City of Coatesville primarily and including all of Chester County via ConnectPoints (DCD)

Describe Population Served and Annual Number of People Served: For which funds are requested

The populations we serve are chronically homeless and homeless men. We serve 180 – 200 men/yr.

Mission: To enhance neighborhood revitalization by providing community resources, referrals and housing for lower income individuals and families, and shelter for homeless men in the greater Coatesville area; and to promote a holistically healthy lifestyle through education, preventive, supportive, and cultural services.

Proposal Summary: AMSCI seeks funding for operational cost of the Men's Shelter. We provide a low barrier (no drug testing or lottery) 22-bed shelter for self-care men in collaboration with the county's Decade to Doorways initiative to end homelessness. The primary goal upon which all activities are measured is that men transition from a state of homelessness to self-sufficiency and become productive community members that give back. Historically, many men reach this goal with the intensive help of the full-time Case Manager, and community partnerships. Yes! Some become community volunteers.

If Capacity Building Proposal, the focus is: n/a

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

Annual Budget \$ 375,634 3 # of Full-Time Equivalent Paid Staff
80.8 % of budget for program expenses 13 # of Board Volunteers
19.2 % of budget for administrative expenses 80 # of Active Non-Board Volunteers
Gratus % of budget for fundraising expenses 60hrs/wk # of Volunteer Hours
100 % total

Top 3-5 funding sources:

CC Dept. of Community Development, Allegheny East Conference of Seventh-day Adventists, Genuardi Family Foundation, Rotary Club of Coatesville, Rental Income, Faith community and Individual donors

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

On September 1, 1988, the Allegheny East Conference of Seventh-day Adventists purchased the Clement Atkinson Memorial Hospital that lay dormant for 13 years, in support of its local church to address the identified need for help to homeless individuals and others living in poverty within Coatesville and surrounding communities. After the purchase of the hospital, it was re-named in honor of Dr. Whittier C. Atkinson, an African-American physician who built the first portion of the Clement Atkinson Memorial Hospital in 1932. His primary goal was, "to provide an efficient, voluntary institution (democratic in its conception and practices) for the medical and surgical treatment and temporary care of the sick and injured." The hospital, named in memory of his father, met and surpassed its goals; serving the health needs of the community for 45 years. The former hospital is now on the registry of Pennsylvania historic sites.

In February of 1989 a community representative Board of Directors was formed. The directors were chosen from local Adventist church members, community members; its leaders and consumers. They established the W.C. Atkinson Memorial Community Service Center, Inc. as a nonprofit 501 (C) 3 corporation. Among its primary goals is to maintain the legacy of Dr. W.C. Atkinson in service to community. Currently, the "Atkinson Campus" includes a 22 bed shelter for men, 2 transitional homes (3 bedrooms each), 3 supportive town homes (3 bedrooms each), 18 apartments for low to moderated income individuals/families and spaces utilized by Narcotics Anonymous hosting some 40 persons per weekday; New Life foster care visitation program and Dream Big Academy; a mentoring group for community youth.

This application requests funds for operational expenses of the Men's Shelter. A major goal is to provide a low barrier (no drug testing or lottery or selective judgements) safe, clean and supportive environment where up to 22 homeless men per night find shelter; when diversion efforts have failed. Four beds are added during code blue winter conditions. The shelter services are as complex as are the needs, including individualized case management. Once admitted, the primary focus of case management is that each resident will transition to permanent housing as quickly as possible, utilizing social service support systems and the Atkinson properties. Most unique is that every paid shelter attendant has at one point been a resident of this shelter.

Key Achievements: Each year, the Atkinson Men's Shelter serves 180-200 residents. We continue to work collaboratively with the CC Dept. of Community Development to cause homelessness to be rare, temporary and non-recurring. During 2017 we were privileged to serve 187 men with 7,048 nights of shelter. During the first quarter of 2018, we serviced 35 men providing 1,903 nights of shelter and related support. Of the **35** men; with case management intervention, **11** men gained employment, **11** men located permanent housing, **one** man transitioned to AMSCI Supportive Permanent Housing Units, and **five men** completed applications for Social Service Disability Benefits. **Nine** men were provided "code blue" shelter stays.

2. Funding request

• Description of key initiatives:

To provide a safe, clean, supportive and progressive shelter environment where men meet their most basic needs with dignity and in privacy; coupled with case management support.

- **Specific needs and issues to be addressed**

Need: Homelessness remains an issue in Chester County. According to Chester County's Dept. of Community Development; on any given night in the County, some 570 people experience homelessness. Therefore, our primary goal is to provide emergency-temporary shelter for self-care men to address this immediate and urgent issue.

The National Alliance to End Homelessness contends that permanent housing of all/any homeless individual or family must be the first approach to ending homelessness. To that end, each man is interviewed by a case manager within 3-4 days of arrival for goal setting; with permanent housing as the primary goal. All other goals/objectives are linkages to acquiring affordable housing quickly.

Issues: This is a challenging goal as the majorities of the men we serve are unemployed, has felony convictions, negative credit or rental histories, diagnosed with debilitating mental illness, history of substance abuse and/or recently released returning citizens. These factors coupled with very high rental fees, limited housing stock and low paying jobs for unskilled workers compounds the issue. According to US Census, an estimated 40% of Coatesville residents pay \$1,000 - \$1,499 rental fees/month, while 50% of residents across PA. pays \$500-\$999 per month. Each resident that acquires affordable permanent housing is cause for celebration. Case management is critical to help resident sustain housing; long term.

Need: The physical, emotional and mental health of homeless men is also a concern. Initiatives are being developed to provide follow up care after hospitalization. Homeless individuals are less likely to stick to a medication regime or any regulated routine because the day is often consumed with trying to survive. Therefore the chance of homeless individuals with chronic illness getting healthy and staying healthy is unlikely without safe, affordable housing.

Issue: Currently, men are discharged from the hospital with instructions to follow up at the Brandywine Health Foundation (BHF) Health Center. However, the men do not have the money to follow up, and therefore do not receive their medications or other discharge plans prescribed. Meetings have been held with BHF and BH Tower Health to address this issue. Together we will fashion a solution.

Need: Transportation has been a challenge to the success of homeless persons in our County.

Issues: When jobs are identified, they are often miles off the "beaten path". Or when asked to work an extra shift, public transportation has ended for the night. And limited service is available to men that work on weekends. It is often difficult for residents to keep social service or health care appointments because of a lack of transportation. Atkinson is discussing the feasibility and liability of the purchase of a Van that is operable throughout the day for alternative transport and into the night for late work shifts.

- **Organizational impact if initiative is undertaken**

- **How will this grant enhance your organization's capacity?**

The requested funds will help with the ongoing expenses of maintaining the shelter as we explore plausible solutions to the issues mentioned above. AMSCI financial stability allows the Atkinson Men's Shelter to be a fully engaged county-wide resource and partner. We will continue to experience the joy of men locating permanent housing, re-uniting with family, gaining employment, receiving treatment and/or being awarded various disability benefits because of case management and collaborative efforts among community resources and partners.

- **How will this increase in organizational capacity be measured?**

The gaps in budget for sheltering will be filled; and AMSCI is better positioned to secure ongoing delivery of service. The day to day services of residents will be met as we continue to attract volunteers to fill key administrative roles, so most dollars are earmarked for program, not admin. Additionally, in the process

of updating policy and procedures, the P&P committee developed a resident survey as another tool to measure effectiveness of the services provided. The survey asks how we can improve through their lens. Results will be tabulated and analyzed electronically.

Individual outcomes will continue to be documented in the files of each resident by the Case Manager. These documents are reviewed weekly by an experienced Mastered Social Worker. A written quarterly report to the AMSCI Board of Directors also measures comparisons and effectiveness of the services provided. Measures like how many men exited to permanent housing & length of stay in shelter to permanent housing. Shelter operations are also reported to Chester County DCD quarterly.

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.

ACTIVITY	TIMELINE	COSTS	CURRENT
Shelter approx. 180 men – avg stays 35 nights To include accommodations, personal care items, meals, clothing as indicated. Low barrier, no drug testing. Must be self-care. Hours 5pm-7am	Ongoing	\$18/noc./person	Yes
Case Management – full time. Meets with resident within 3 days of admittance for goal setting	Ongoing	\$45K annually	Yes
Licensed Social Worker, MSW; Consultant	Ongoing	\$10K annually	Yes
On-line employment, housing, benefit searches Desk top, printer, table top, chair, license Searches assisted by Case Manager	Sept. 2018	\$2,550	No
*Health Screenings and Men’s Health Workshops Materials, supplies and equipment in collaboration with BHF Health Center and BH Tower Health	August 2018	\$800 + gratus	No
Monthly BD Celebrations - # varied/mo. Gift of backpacks with various relevant items; washcloth...	Began 05.31.2018	\$8/backpack Donations expect	Yes
8passenger van to transport residents to locations not accessible by current public transportation Residents will pay a small fee for transportation	December 2018 (Desired)	\$58,500 ins. maint. purchase, driver, fuel	No

• Why it is important to fund this now

AMSCI needs funds now to maintain a well-documented history of successfully helping men transition from homelessness to self-reliance. It is important to fund the shelter now because of the urgent need to cause homelessness to be rare, temporary and non-recurring. For some men, shelters are the gateway to self-reliance because of the expectations, supportive assistance and guidance received.

3. How impact and results will be demonstrated

The immediate effect or impact of the men’s shelter is demonstrated most clearly when shelter beds are either filled or available to those seeking shelter through DCD’s ConnectPoints. Meaning, a current need is being fulfilled. Additionally, the shelter provides a legal place to rest, provides a safe environment where the men do not become prey to criminal or mischievous behavior as often happens with homeless persons. Mentoring, peer support, meals, climate controlled conditions, case management and access to social service providers enhances the chance of residents acquiring permanent housing in a short period of time; and reduces chronic homelessness, recidivism or premature death. Health screening will improve outcomes. BD parties help connect socially and increases self-worth. These results and more are expected as dictated by our mission, vision and core value statements. Regarding his shelter stay; one resident stated “I can fix it; I just needed a safe place to sleep and think”.

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.

The strategic plan of AMSCI is long overdue for review, though still referred to. There is already a plan in place for a formal update of the strategic plan.

The updated strategic plan will be available by December 2018.

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

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