

I. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL SUMMARY SHEET

Date June 22nd, 2018

Contact Information

Organization Name: The Lord's Pantry of Downingtown
Address: 141 E. Lancaster Avenue, Downingtown, PA 19335

Phone: 610-873-1149

Website: www.lordspantryofdowningtown.org

Year Incorporated: 2001

Executive Director Name: Jan Leaf

Executive Director E-mail:

info@lordspantrypa.org

Board of Directors Chair Name:

Al Brady

Primary Contact Name: Jan Leaf

Primary Contact E-mail:

info@lordspantrypa.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

Chester County Community Foundation Spurlino Family Fund

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):

Downingtown Area School District, Exton, and Lionville, PA

Describe Population Served and Annual Number of People Served:

Client income does not exceed 150% of the federal poverty income guidelines. Over 700 food insecure households, including over 1,460 individuals, receive monthly services.

Mission:

No one should suffer from hunger. The Lord's Pantry of Downingtown provides food, education, and basic assistance to those in need with respect and compassion.

Proposal Summary:

We are requesting general operating funds to support basic food distribution programs including the healthy choices program, as well as need-based special programs such as the benefit enrollment assistance program, holiday distributions, summer lunch and back-to-school programs, and the sneaker distribution program. Emerging programs resulting from client-identified needs and organizational strategic planning include adding veterans to the sneaker program, enhancing nutritious food alternatives, providing smoking cessation patches for improving healthy lifestyles, and adding translation volunteers for Spanish-speaking clients.

Annual Budget \$ 400,000 # of Full-Time Equivalent Paid Staff

63 % of budget for program expenses 9 # of Board Volunteers

34 % of budget for administrative expenses 110 # of Active Non-Board Volunteers

3 % of budget for fundraising expenses 39,264 # of Volunteer Hours

100 % total

Top 3-5 funding sources:

Individual donations: \$ 110,000 Fundraising: \$ 60,000

Organization donations: \$ 110,000 Grants: \$ 45,000

Grant Amount Requested from the Community Foundation: \$ 7,500

II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

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

The Lord's Pantry of Downingtown has just celebrated its 50th year of service to the community. It began in 1965 as a small outreach program at St. James Episcopal Church in Downingtown to help a few needy individuals within that local church community. Since its inception the organization has always provided its clients with choices of items from the shelves of the Pantry to supplement their food supplies. Recognizing a growing need, the food distribution program gradually expanded its service area to include the greater Downingtown community.

The Lord's Pantry incorporated as a 501(c)(3) non-profit, nonsectarian organization in July 2001, and moved to its current location at 141 E. Lancaster Avenue in Downingtown. In 2006, after completing a successful capital campaign and receiving a Block Grant from the PA Department of Community and Economic Development, the property was purchased and renovated.

In 2009, the Lord's Pantry initiated a Healthy Food Choice Program to provide families with higher quality fresh foods than those they are typically able to afford or those routinely stocked in the Pantry. In addition, other programs have been developed as a result of expanding needs of clients including special distributions of personal care items, back-to-school supplies, backpacks, sneakers, and holiday meals and gifts. A Benefit Enrollment Assistance Program has also been established to improve clients' standard of living.

Key achievements: Today the Lord's Pantry serves over 700 "food insecure" households in Downingtown, Exton, and Lionville, providing an 8-9 day supply of food each month. The Pantry is operated by over 100 volunteer staff under the guidance of two volunteer directors.

Plans for the upcoming year: The 2015-2017 Strategic/Tactical Plan of the Lord's Pantry identifies the following initiatives:

- Add veterans to the Sneaker Distribution Program
- Enhance Food Distribution Program by replacing margarine with butter and offering more gluten-free and sugar-free foods and drinks
- Investigate offering smoking cessation patches
- Add Spanish-speaking translation volunteers
- Actively solicit and evaluate responses to unmet needs of clients.

Distinctiveness: All of the existing and emerging programs define the essence of the work being done to serve the "food insecure" clients of the Pantry. These clients are provided the opportunity to select their choices of food items from the shelves of the Pantry that will fill their food supply for 8-9 days of each month. They are also given the opportunity to choose healthier food options than those less costly items they might otherwise purchase in a supermarket.

2. Funding request:

• Description of key initiatives

The Food Distribution Program supplements clients' food supplies. The Pantry collects donated food from supermarkets, big box stores, individual donors, schools, and churches. Additional food items must be purchased by the Pantry for distribution.

The Healthy Food Choice Program provides healthier food options and opportunities to educate clients in making better nutritional choices and developing healthier lifestyles. Funding for this program supports the purchase of lean meat, milk, butter, cheese, eggs, and fresh fruits and vegetables. Escalating food prices and expanded need have increased the original cost projections for this program, and its continuation is dependent on the acquisition of additional funding sources. It is anticipated that costs will exceed \$55,000 this year.

The Benefit Enrollment Assistance Program was started in 2010 to assist clients in applying for the social service benefits available to them from federal, state, county and private agencies. Trained volunteers also help to find appropriate referrals for other unmet needs such as housing, utilities, medical care, etc.

The Special Distribution Program responds to client-identified needs not addressed by other programs. Examples include: Holiday meals, Adopt-a-Family Christmas Gift Program, July distribution of personal care items, Cold & Flu Program, Back-to-School Program, Nursing Program (blood pressure screening, BMI, pulse, glucose level readings, nutrition education, and healthy cooking tips), Summer Lunch Program, and the Sneaker Distribution Program.

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

General operating funds are requested to support the organization's capacity to achieve its mission. Specific programs (identified above) as well as client-identified associated needs that are the foundation of the Board's ongoing strategic planning must be carefully budgeted along with general operational finances. As a frugal non-profit, The Lord's Pantry of Downingtown aims to be fiscally responsible while meeting and exceeding the expectations of its clients.

- **Organizational impact if initiative is undertaken**

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

Both the food distribution and healthy choices programs are ongoing and will continue to combat the hunger that threatens the welfare of many of our neighbors in Downingtown, Exton, and Lionville as long as resources are available to support them. The requested funds will help to finance special distribution programs and strategic planning initiatives, and to support the organization's general operating budget.

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

Achievement of the fundamental mission and the strategic initiatives to meet expanded client-identified needs will be measured through semi-annual client satisfaction surveys including a request to identify currently unmet needs that might be addressed by The Lord's Pantry. Volunteers will also be surveyed to gather data that will assist the Board with ongoing strategic planning.

- **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**

Fund raising activities to support the program and general operating budgets include solicitation of individual and corporate donations, grant applications, and special fund-raising events. The external services of a grant-writing consultant are anticipated for this activity at a cost equivalent to 5% of any funds awarded, but not to exceed \$1,000 for any single award.

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

The demand for services provided by The Lord's Pantry of Downingtown is increasing as costs of food acquisition is escalating. The addition of new funding sources is critical to fulfilling the mission of the organization, including enhanced and emerging programs.

3. How impact and results will be demonstrated

The impact of funding from this grant request will be demonstrated in the continuation of high-quality services provided with respect and compassion by The Lord's Pantry of Downingtown to those in need. Results will include the success to which new client-identified and Board-supported programs and services are developed and implemented.

III. ATTACHMENTS

The following documents are attached to this email:

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
4. Itemized organizational operating budget with actual results for prior fiscal year and current fiscal year to date
5. Current strategic plan.

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.

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