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.chescoccf.org

Date 8/31/18

Contact Information
Organization Name: Family Promise of Southern Chester County
Executive Director Name: Susan Minarchi
Address: 1156 West Baltimore Pike, P.O. Box 394
Kennett Square, PA 19348
Phone: 610-444-0400
Website: www.familypromisesccc.org
ED E-mail: sminarchi@familypromisesccc.org
Board of Dir. Chair Name: Rev. Annalie Korenleg
Primary Contact Name: Amanda Foxman
Primary Contact E-mail: afoxman@familypromisesccc.org
Year Incorporated: 2014

Has your nonprofit ever applied to the Community Foundation? Yes X No __ Not Sure __
Has your nonprofit ever received funding from the Community Foundation? Yes X No __ Not Sure __
X Donor Advised Fund(s) X 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):
School districts of Kennett Consolidated, Avon Grove, Oxford, and Unionville-Chadds Ford
Describe Population Served and Annual Number of People Served:
The population served consists of families who are experiencing homelessness, two parent families with children,
single moms and single dads with children, pregnant women. Approximately 25 families will be served annually.
Mission:
Family Promise of Southern Chester County’s (FPSCC) mission is to help children and their families experiencing
homelessness achieve lasting self-sufficiency and stability by providing shelter, meals, and support through a
network of congregations and volunteers until they find sustainable housing.
Proposal Summary:
FPSCC successfully opened in November of 2015 providing shelter, meals and support in conjunction with our 28
congregational partners. FPSCC has moved past its start-up phase and has, as of August 31, 2018, served 44
families with 100 children and 57 adults, placed 28 families in permanent housing, and doubled the size of our
volunteer board. All families who have graduated the program have remained employed and in permanent
housing. We continue to provide various levels support in our Family Support Program to families once in
permanent housing, including budget counseling, mentoring opportunities and human services referrals. We are
currently working with a consultant to outline our strategic direction and priorities to enhance our future board
and organizational effectiveness.
If Capacity Building Proposal, the focus is:
X Mission, Vision & Strategy ___ Governance & Leadership ___ Strategic Relationships
___ Fundraising & Development ___ Technology Other:

Annual Budget $272,521.35
82 ___ % of budget for program expenses
15 ___ % of budget for administrative expenses
3 ___ % of budget for fundraising expenses
100 __ total

4.5 ___ # of Full-Time Equivalent Paid Staff
13 ___ # of Board Volunteers
850 ___ # of Active Non-Board Volunteers
14,000 ___ # of Volunteer Hours

Top 3-5 funding sources:
United Way of Southern Chester County, Marshall Reynolds Foundation, Oxford Area Foundation
Grant Amount Requested from the Community Foundation: $10,400
II. CHESTER COUNTY COMMUNITY FOUNDATION
GRANT PROPOSAL NARRATIVE
Provide clear, concise information. 3 pages maximum.

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

Organizational History

Family Promise of Southern Chester County (FPSCC) was created to address the growing problem of homeless families with children experiencing homelessness in the communities defined by the four southern Chester County school districts of Kennett Consolidated, Avon Grove, Oxford, and Unionville-Chadds Ford. FPSCC is a 501(c) (3) non-profit organization, which was incorporated in the Commonwealth of Pennsylvania. The program was initiated due to community individuals and organizations becoming aware and concerned about the dual issues of increased number of families experiencing homelessness and the total lack of shelter beds in this part of the county. The Family Promise model was chosen as the solution. It is cost effective, provides a caring and family-friendly environment, serves only families with children, achieves long term client outcomes, and provides an opportunity for multiple levels of lasting community support.

FPSCC was established as an affiliate of national Family Promise by a seven-member board with the early support of United Way of Southern Chester County, Kennett Area Community Services, Oxford Neighborhood Services and La Communidad Hispana. A Resource Day Center was located, funds raised for renovations and a full years’ budget, congregations were recruited, and volunteers were trained. FPSCC then opened to accept families on November 1, 2015. FPSCC operates in collaboration with the Chester County “Decade to Doorways” initiative to eliminate homelessness.

Organizational Achievements

Family Promise of Southern Chester County has successfully created an organizational structure and network of congregations and partnerships that provide shelter, food, and general support to families experiencing homelessness. Specially, our achievements have included:

- Recruited 28 Southern Chester County congregations to serve families; 12 Host Congregations provide shelter and meals for homeless families within their own facilities on a rotating basis and 14 Support Congregations provide assistance to the Host Congregations.
- Trained over 850 congregation and community volunteers on program philosophy, policy, guest-volunteer communication, and daily operational tools.
- Established the Family Resource Day Center that serves as a central support focus for families during the day, where they can shower, keep their household possessions and be assisted in obtaining suitable housing, employment or improved employment, and case management services.
- Established a Family Support Fund as part of a strategy to leverage community resources to help families move into their new apartments, including furniture, food, security deposits, housewares, and physical support in moving, all in strong partnerships with Habitat Re-Store, Wings for Success, and other community social and medical providers.
- Provided various levels of care to families once in permanent housing, including budget counseling, mentoring opportunities, and human services referrals.
- Responded to families needing transportation for work; cars and labor for repairs were donated, allowing us to provide cars to six families.
- As of August 31, 2018, have served 44 families with 100 children and 57 adults.
- Placed 28 families in their new permanent homes, in the same period.
Organizational Goals for 2018-19

The FPSCC Board of Directors and Management seek to continue building our governance and service capacity by establishing clear strategic direction, including these current goals:

- Expand communication with our 28 congregational partners through quarterly newsletters, hold quarterly Volunteer Coordinator Meetings; and have Board members do “thank you” visits to congregations to keep partners engaged.
- Complete a FPSCC Strategic Long-Range plan by March 2019.
- Continue to implement the FPSCC Fund Development Plan which addresses unique stake holders and donors and builds infrastructure capacity.
- Formally define our after care services for families who “graduate” into permanent housing by identifying, expanding or developing new partnerships for improved family support during and after their move into new housing, recognizing the long shadow of poverty.
- Provide emergency shelter, meals and case management for families experiencing homelessness in Southern Chester County.
- Refer families to appropriate agencies for job training/retraining and other human services.
- Help families experiencing homelessness secure stable employment and a financially sustainable home.
- Increase community collaboration and volunteerism to advocate for the need for sustainable wages and affordable housing.

2. Funding request

Description of key initiatives:

Family Promise of Southern Chester County (FPSCC) successfully implemented the organizational Start-Up plan to become operational to provide services and ensure financial stability. Our next step was, with the support of the Chester County Community Foundation, to conduct a fund development review and create a Fund Development Plan. The final step is to hire a consulting firm to collaborate with our Board of Directors and staff to enhance organizational effectiveness. With limited resources, increasing demand, and ongoing capacity challenges, this will create an optimal path for advancing the mission of FPSCC over the next 2-3 years.

This initiative will specifically address:

Board Development – Completed May 2018
- Developing and distributing a board self-assessment survey.
- Cultivating agreement on the significance and importance of critical issues.
- Facilitating Board-ED work sessions to promote understanding of their roles and expectations of each part of the leadership equation.
- Identify opportunities and next steps in enhancing board effectiveness.

Strategic Planning
- Ensuring alignment between planning efforts and FPSCC’s mission, vision, and capacity.
- Engaging members of the Board and staff in planning process strengthening existing relationships and promoting increased understanding of FPSCC today and moving forward.
- Building on the outcomes of recent successes to develop a framework which will guide FPSCC’s growth.
- Communicating the organization’s strategy to the staff, Board, current and future supporters.

Organizational impact if initiative is undertaken:
FPSCC recognizes the need to gain clarity around our organizational strategic direction and priorities to enhance Board and organizational effectiveness. Engaging professional consultants helps build a realistic understanding of and framework for the critical work which needs to be done. Organizational capacity will be increased by (1)
implementation of the formal plan using the consultant’s recommendations (2) clear increase in the professional and volunteer resources to fulfill the organizations’ mission and goals.

Activities, timeline and cost of the initiative:
FPSCC conducted the Board Development phase in May 2018 and has scheduled the Strategic Planning session to for November 3, 2018. Stamm Consultancy, Inc. has submitted the attached proposal and has been engaged. The total cost of the initiative is $13,000. We are requesting funding of $10,400 for the strategic planning portion.

Why it is important to fund this now:
FPSCC has passed two vital organizational milestones: start up and fund development planning. With founding board members continuing to cycle off the board, FPSCC will have achieved 100% turnover in board members (since inception) by the end of this year. This change in composition is an ideal opportunity to consider the board and staff effectiveness and roles in this evolving organization. Clarifying our focus provides critical, measured direction for our organization to ensure future stability and success in serving our community.

3. How impact and results will be demonstrated
   ✓ A defined understanding of Board/Staff roles including important buy in from all stakeholders.
   ✓ Increased and more effective participation by all stakeholders.
   ✓ A clear and agreed upon Strategic Plan to guide the organization for the next 2-3 years.

**In 2017 and 2018, the Board focused on operational improvements to strengthen the infrastructure of the organization. The Board held a preparatory meeting for the Strategic Planning process in August 2018 with anticipation that a plan will be complete by March 2019.

Please consider helping us make a difference in the lives of children and their families from Southern Chester County who are experiencing the life crisis of homelessness and ensuring our community can compassionately respond to their needs.

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. **

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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.