

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 September 2018

Contact Information

Organization Name: Community Volunteers in Medicine
Address: 300B Lawrence Drive, West Chester, PA 19380
Phone: 610-836-5990
Website: www.cvim.org
Year Incorporated: 1998

Executive Director: Maureen Tomoschuk
Executive Dir. E-mail: mtomoschuk@cvim.org
Board Chair Name: Wayne Withrow
Primary Contact Name: Denise Mahal
Primary Contact E-mail: dmahal@cvim.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):

We serve adults and children from all zip codes in Chester County.

Describe Population Served and Annual Number of People Served: CVIM serves the healthcare needs (medical, dental and behavioral) of uninsured and under-insured, low-income adults and children living or working in Chester County. During FY2018, we served 4,038 unduplicated patients whose earned income was at or below 300% of the Federal Poverty Level and who were not eligible for other government subsidized programs. This patient volume is the largest in our 20 year history.

Mission: Community Volunteers in Medicine provides compassionate primary medical and dental care and health education to people who lack access to insurance and who live or work in Chester County in order to support their goals to lead productive, healthy, and hopeful lives.

Proposal Summary: Our healthcare clinic is a patient-centered home for thousands of uninsured who benefit from a team-based delivery model designed to provide comprehensive, culturally competent and continuous medical and dental care to patients with the goal of obtaining maximized health outcomes. Care is provided five days and two evenings a week by 442 volunteer licensed clinicians and support volunteers coordinated by a core staff. Our services are 100% free and include primary medical care, pediatrics, cardiology, orthopedics, women's medicine including mammograms and other vital diagnostic tests, dermatology, acupuncture, social service counseling, integrated behavioral health, non-opioid pain management and comprehensive preventative and restorative dental care. Our services are enhanced by our onsite drug dispensary that ensures our patients leave with the free medications necessary for them to regain or maintain their health. Our multi-disciplinary team of healthcare professionals focus on disease management & patient education as a large percentage of our patients suffer from chronic disease such as diabetes, oral disease and hypertension.

Annual Budget \$ 3,590,569 _____ 31.5 _____ # of Full-Time Equivalent Paid Staff

_____ 90 _____ % of budget for program expenses _____ 22 _____ # of Board Volunteers

_____ 10 _____ % of budget for administrative/fundraising expenses

_____ 442 _____ # of Active Non-Board Volunteers _____ 57,370 _____ # of Volunteer Hours

Top 3-5 funding sources: Teva \$150,000, IBC Foundation \$100,000, UW Chester County \$65,000

Grant Amount Requested from the Community Foundation: Donor advised gifts of any amount are greatly appreciated.

II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

Provide clear, concise information. 3 pages maximum.

We are most thankful for the opportunity to introduce the donors of the Chester County Community Foundation to our organization—Community Volunteers in Medicine (CVIM), the premier provider of totally free healthcare (medical, dental and behavioral health services) to uninsured children, adults and seniors in Chester County .

Organization History and Background

CVIM serves as the patient-centered healthcare home for thousands of uninsured who benefit from a team-based delivery model designed to provide holistic, integrated, comprehensive and continuous medical and dental care to patients with the goal of obtaining maximized health outcomes. Our patients receive a multi-disciplinary and extremely high-level of care in an efficient yet warmly comfortable, compassionate and culturally competent setting— a true healing environment that leads to longer term better health for our patients and ultimately the community.

Our organization began providing medical care in May 1998 and added dental services in July of that year. In 2001, CVIM consolidated into a single facility in West Chester where services are currently provided -- five days and two evenings a week. In 2014, in order to ensure the continuation of effective and efficient free healthcare services for the uninsured, we purchased our building and expanded our facility to provide areas for patient care program growth; additional patient exam rooms to ensure timely access to care; an improved onsite lab facility enhancing efficiency and access for patients and clinical staff; and an additional seventh dental operator. **CVIM is supported 100% through philanthropy** and is grateful for the annual, capital and in-kind gifts received from generous individuals, corporations, and foundations.

Our patients do not have insurance and live on gross incomes at or below 300% of the federal poverty level and they are not eligible for government programs, such as Medical Assistance, Medicare, CHIP or VA benefits. For patients who are eligible for government subsidized insurance, such as Medicaid, we assist in helping them enroll; we keep them as patients until enrollment is complete and work to smoothly transition them to a new provider. CVIM's Patient Eligibility Screening team (consisting primarily of extensively trained volunteers) follows the official guidelines and income tables found at www.aspe.hhs.gov/poverty (Office of the Assistant Secretary for Planning and Evaluations, U.S. Department of Health and Human Services) and re-screens patients on an annual basis.

In 2018, CVIM celebrated 20 years of providing healthcare, hope and healing. Through the years, CVIM has become a nationally-recognized non-profit healthcare provider—administering more than \$100 million in free healthcare services to 65,000 individuals during a half a million patient visits. From our humble beginnings in Frazer, PA, as the region's first volunteer-based clinic, to our current 15,000 sq. ft. facility in West Chester, we remain steadfast in our mission to provide free healthcare to individuals in need throughout our region. We are also resolute in our conviction to remain at the table and as a partner in addressing our nation's healthcare crisis for uninsured populations.

Our Services and Programs

Our model of care is unique and sets CVIM apart from other clinics in our region. Our team develops in-depth protocols, procedures and programs that address a wide demographic of patients suffering from the long-term effects of chronic diseases—diabetes, hypertension, obesity and oral diseases. Unlike, many free clinics, we know that episodic care delivered in lieu of a partnership between clinician and patient will not result in changes in unhealthy behaviors and lifestyles and will not lead to long term health improvement and benefits for the patient, their family and ultimately the community. Our services include: **Medical Care:** Primary Care, Pediatrics, Cardiology, Chronic Disease Management, Orthopedics, Neurology, Podiatry, Internal Medicine, Women's Medicine and Gynecology, Dermatology, Social Services , Integrated Behavioral Health, Nutrition

Counseling, Tobacco Dependency Program, Patient Navigation and Education and Onsite Prescription Medications; **Comprehensive Dental Services :** Prophylactic and Oral Hygiene Education, Restorative Dentistry,

Emergency Dental Services, Digital X-Ray and Panorex, Specialty Dentistry (Endo and Periodontics), Orthodontia for Severe Cases and Mobile Dental Outreach sites.

Care is provided by approximately 450 volunteer licensed clinicians and support volunteers coordinated by a staff of 20 fulltime and 23 part-time employees (Year-end expenses = 90% program/10% administrative). **During FY 2018, we served a total of 4,038 patients, including 1,554 new patients during a total visit volume of 42,899** (including medical, dental, behavioral health, patient education, eligibility screenings, and drug dispensary visits). The conservative value of the services provided to our patients is \$7,106,038. Over the past three years, CVIM has significantly expanded its dental program to include extensive outreach to isolated populations. Last year, our dentists, hygienists and dental assistants cared for a total of 4,379 patients, including 2,792 patients during 7,502 visits in our West Chester-based clinic; 1,040 children during numerous dental outreach events and locations and 547 seniors and Hispanic adults in our Mobile Dental Outreach sites. **We would specifically like to share the details of two of our programs that serve the needs of hundreds of uninsured women and children in Chester County.**

Many women, especially those struggling to make ends meet, prioritize their healthcare needs behind those of their children, spouse and aging parents. Their jobs and household duties also often serve as barriers to care. To ease this burden, CVIM provides easily accessed comprehensive Women's Health Clinic days monthly so that women may receive all the preventative care necessary (gynecology exams, PAP tests, colposcopies, endometrial biopsies, IUD procedures, counseling, HIV testing and more.) CVIM helps to empower more than 2,000 women to be in charge of their own health each year. Through the dedication of our clinicians and our partnerships last year we provided:

- Approximately 2,200 women and girls a patient-centered medical home
- More than 520 women with free diagnostic gynecological exams.
- 348 screening and follow-up mammograms through a visiting Mammography Van and hospital partnerships
- More than 400 Pap tests in accordance with new AMA regulations
- Life-saving colposcopies and endometrial biopsies as indicated for 47 women
- 48 IUD procedures
- HIV testing and counseling to women accepting our offer
- Behavioral health screenings and on-site counseling to all women seen in program.
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Despite the affluence of our region, thousands of children live in poverty in nearly every zip code of Chester County. The most recent county census statistics states that nearly 11,000 children live in poverty and nearly 50% of them are living in deep poverty. Many of these children are not covered by Children's Health Insurance of PA (CHIP) and therefore they go without preventative dental visits. CVIM's extensive pediatric dental services and increased efforts to reach more who are at-risk exist to serve these children. Our staff dentists and hygienists along with volunteer pediatric, general and specialty dentists provide uninsured children, ages 0-19, a high level of free, consistent, coordinated, comprehensive dental care, 5 days/2 evening a week. Emphasis is placed on accessibility and education of parents and children on oral health, disease prevention and brushing/flossing techniques. Our program manager is in weekly contact with school clinicians and case workers to ensure both migrant students and others that need dental care are quickly scheduled for emergent or routine follow-up visits.

Last year 394 children/youth ages 19 and younger received 1,678 preventative/hygiene procedures and 528 restorative/surgical procedures in our West Chester- based clinic. A total of 25 of these youngsters received free orthodontia care and appliances and 29 received emergency services to relieve pain and infection. Our volunteer dental professionals performed 14 endodontic procedures (removal of diseased pulp or roots) on children in an effort to save their teeth and preserve their smiles. Perhaps the most significant statistic regarding our pediatric dental services is in our outreach programming. We reached 36% more children this past year as 1,040 youngsters received vital dental screenings, fluoride varnishes and fillings during nine outreach programs. The largest number being served during our outreach is attributed to our longtime partnerships with both the Head Start and Migrant Head locations throughout the county.

Through a targeted effort to recruit additional volunteer pediatricians to serve our families, over the past year, our clinic was able to expand our Pediatric services. During Fiscal Year 2018, we served pediatric patients during 241 visits representing a 50% increase in patient volume. Our Board-level Volunteer Committee made up of clinicians and support volunteers is committed to continuing this recruitment and retention effort in the coming year.

Overall Goals and Objectives

The overall goal for all of our services and programs has remained constant throughout our nearly two decades of serving—help adults regain and maintain their health so that they may be productive members of our communities and to keep children free of dental pain so that they may thrive in school. The objectives that will lead us to reaching this goal during the grant period include:

- Provision of coordinated care under one roof in a facility that can accommodate growing volumes and offers the flexibility to meet new challenges
- Safe, compassionate and trusted healthcare environment welcoming all races, cultures, genders and religions
- Increasing access to preventative, acute and chronic disease healthcare services to uninsured women; including free mammograms and other preventative services
- Increasing access to mental health services including counseling, psychiatric care and free medications
- Continue to expand our services for pediatric patients by adding additional volunteer pediatricians
- Safeguarding public health and safety by treating food, hospitality and transportation workers
- Preventing and managing chronic diseases and teaching patients and their families how to identify their health risks and to invest in their health
- Diagnosing and successfully treating/ preventing oral disease and dental issues in adults and children
- Expanding dental outreach to underserved populations in the county, including uninsured or under-insured seniors by cultivating relationships with local senior centers to ensure access to our dental clinic
- Minimizing expensive emergency room visits and hospital admissions for both medical and dental issues

Measuring Results

The impact of our work is measured in a variety of ways. Clearly our ability to continue to accept new patients, increase the number of overall patients we serve annually and continue to attract and retain volunteer clinicians are all measures of the impact we are having on the overall health of Chester County. Individually, the impact we are having on each of our patients is measured by their ability to regain and maintain their health; reduce risk factors and risky behaviors, and lead productive lives at work, home and school. Using standard best practices, patient progress is measured, charted and discussed with patients. CVIM clinicians partner with our patients to help them better understand their health and their risks and to take charge of their health.

General operating funding or program directed donations from the Donor Advised Funds of Chester County Community Foundation will help our dedicated core staff and volunteer licensed healthcare practitioners to achieve increased access to all of our vital services, while continuing our two decade history of providing quality, compassionate and comprehensive primary medical and dental care for thousands of uninsured adults and children in our region. Thank you again for your interest in our mission.