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.chesco cf.org

Date
December 5, 2018

Contact Information
Organization Name: Handi-Crafters
Executive Director Name: Amy Rice
Address: 215 Barley Sheaf Road
PO Box 72646
Thorndale, PA 19372

Phone: 610-384-6990

Website: www.handi-crafters.org

Year Incorporated: 1961

FEIN: 23-1609968

Executive Director E-mail:
Amy.Rice@Handi-crafters.org

Board of Directors Chair Name:
Brian Nagle

Primary Contact Name:
April Ennis-Pierson

Primary Contact E-mail:
April.ennis-pierson@handi-crafters.org

Has your nonprofit ever applied to the Community Foundation? Yes ___ No ___ Not S ure ___
Has your nonprofit ever received funding from the Community Foundation? Yes ___ No ___ Not S ure ___
__X__ Donor Advised Fund(s) ___Fund for Chester County ___Don’t know/Not sure

Field/s of Interest:
__X__ Arts, Culture & Humanities ___Environment/Animal Welfare ___X__ Education
__ Health ___X__ Human Services ___ Religion

Organization Information:
Geographic Area Served (if not all of Chester County, specify primary Chester County regions served):
Handi-Crafters serves all of Chester County as well as surrounding Counties including Delaware County, Montgomery County, Lancaster and Berks County.

Describe Population Served and Annual Number of People Served:
We serve over 400 clients, including individuals with developmental and physical disabilities, individuals living with autism, people who are deaf or hard of hearing, people who are blind and people with a mental health diagnosis. We also work with at-risk youth—all of whom face barriers to becoming employed.

Mission:
The Mission of Handi-Crafters is to provide employment opportunities and other supportive services for individuals with disabilities or other barriers to be productive workers who develop greater self-esteem.
Proposal Summary:
We are seeking financial assistance to help support our annual operational budget. Support at this level will impact our bottom line and help us to sustain our vocational training of individuals who are differently abled, and to continue to provide a stable supportive working environment in our work center. The Bureau of Labor Statistics states that “The unemployment rate for persons with a disability was 9.2 percent in 2017, more than twice that of those with no disability (4.2 percent).” Handi-Crafters is a vital work hub for people with disabilities in Chester County. Unfortunately most clients receive only modest government funding, and some have no funding at all, yet Handi-Crafters never turns away an individual due to lack of funding. Handi-Crafters must raise revenue from the private sector each year to manage our operations. A summary is attached.

If Capacity Building Proposal, the focus is:
___Mission, Vision & Strategy ___Governance & Leadership ___Strategic Relationships
___Fundraising & Development ___ Technology Other: ________________________________

Annual Budget $ 8,062,971 ___ 67 ___ # of Full-Time Equivalent Paid Staff
91 ___ % of budget for program expenses ___ 15 ___ # of Board Volunteers
7 ___ % of budget for administrative expenses ___ 10 ___ # of Active Non-Board Volunteers
2 ___ % of budget for fundraising expenses ___ 290 ___ # of Volunteer Hours

100 ___ % total

Top 3-5 funding sources:
Commonwealth of Pennsylvania, Chester County MH/IDD, Individuals, Contract Revenue

Grant Amount Requested from the Community Foundation: $ 5,000
Handi-Crafters' Mission Statement is to provide employment and other supportive services to individuals with disabilities or other barriers so they are productive workers who develop greater self-esteem.

Our Mission: Handi-Crafters is one of the largest employment and disability-focused, non-profit work centers in Southeast Pennsylvania. Each year we help over 400 individuals to access rewarding job opportunities in the community and in our Thorndale based production hub. For nearly 60-years we have remained focused on the goal to engage and enrich the lives of disabled citizens through supported employment. We achieve our goals through partnerships with great employers and the acquisition of work contracts with real businesses that choose socially responsible outsourcing for their projects, hiring our work force to meet their production, assembly and packaging needs in our Work Center. Additionally, we also offer our client workers a continuum of support services which includes housing solutions; and an on-site retirement day program. Handi-Crafters is a trusted resource serving the needs of those who are differently-abled in Chester and surrounding Counties.

Handi-Crafters History: Our Foundation: Handi-Crafters long-serving history began in 1961 with a group of dedicated parents who refused to accept that their developmentally disabled children were "un-employable." The vision of a workshop program came to reality combining vocational supervision and training connecting young adults with disabilities with meaningful employment. The concept was successful, and the extraordinary vision of those parents 60 years ago remains the cornerstone of our mission today.

Handi-Crafters Continuum of Services: We provide our services for individuals (21 and over) with diverse special needs, including individuals with developmental and physical disabilities, mental health diagnoses, cerebral palsy, traumatic brain injury and people on the autism spectrum.

Each client's journey at Handi-Crafters begins with a vocational evaluation and career assessment, this process is to ensure each individual has maximized access to the support they need and has a plan to achieve their goals to develop skills to their fullest potential and thrive in employment. Over a 10-day period, our intake evaluator, works both one-on-one with the individual and places them in the "hands-on" working environment to assess their abilities, interests, and work behaviors. This evaluation helps the individual and their support team match work opportunities with their abilities and interests and set attainable goals.

Once the evaluation is complete, we provide a proactive service continuum to meet each individual's unique needs. Our services include employment in our work center, case management, personal enrichment (literacy, art, socialization) and our Older Adult Daily Living/Retirement Center for older clients who have aged-out of our work center and workforce. Our community work crews and job placement services allow individuals to grow beyond Handi-Crafters and transition into the competitive jobs within the community. We support the ambitions of clients who strive to work competitively. To support this area of focus, we have had to develop greater partnerships with employers like: Wawa, Giant, Marshalls/TJ Maxx, Victory Brewing Company and Hilton Garden Inn, Exton/West Chester. These companies support our organization by hiring employees from Handi-Crafters. We also offer special programming for the deaf and hard of hearing, and partner with the County of Chester to offer housing, counseling, education and advocacy services which enables individuals with disabilities to pursue independent living opportunities.

Overview of the Business Enterprise -- WORK CENTER: What sets Handi-Crafters apart from other programs? Handi-Crafters balances a non-profit mission with a very busy business enterprise. If not for the work we perform daily, and work contracts from our customers, vocational enrichment would not be possible. WE are fortunate to have dedicated customers who seek out our services to meet their production needs year-after-year. Our enterprise is an active center of versatile hand-work and assembly to which our client-workers perform well, receiving a top ranking in quality control while adhering to contract deadlines. Each client-worker is assigned to a workshop team and receives instruction and coaching from their Workshop Supervisor. There are seventeen active workshops on site with more than 15-20 clients assigned to each team. Each client-worker is also assigned
an “in-house” Case Manager/Program Specialist who oversees their personal development and success in reaching employment goals.  

The following customers provide contracts for work:
Crazy Aaron’s Thinking Putty, Herr’s Snack Food, Communications Test Design Inc. (CTDI), On-Air Direct / QVC, Pack Tech, Royal Paper, SCI=Kiwi Shoe Kits.

Examples of work we perform on a daily basis:

✓ Herr’s Snack Foods - Our workshop teams take large boxes of brand chips and re-package boxes into case lots for retail shipment. We began work on a contract for Herr’s in January 2015 and we have expanded our production ceding four workshops and nearly 70 clients to the job. To date we have re-packaged nearly 4 million bags of delicious Herr’s Snacks.

✓ OUR STAPLE CONTRACT: Kiwi Brand-Shoe Care Kits. We have been working on the production of shoe-care kits for more than 40 years. In 2011, we took the production management with this customer to a new level for Handi-Crafters and began purchasing all components to fill annual contract orders, which means ordering product from overseas (China/Germany) with four months lead time. Our workforce assembles nearly 1.2 million kits annually. Shoe-Care kits account for 69% of our customer sales.


The important impact we make on client-workers and their families.
A Consumer Satisfaction Survey was sent home for all worker-clients and their caregivers in May 2018:
• 25% of our client-workers responded to the survey
• 88% of our respondents said they were satisfied with the services they receive from Handi-Crafters
• 65% of caregivers reported that their loved one would be home doing “nothing” if they did not have the employment option of Handi-Crafters available.

Recent Testimonials:
• Work has provided a source of pride, confidence, purpose, independence, friendships and a social acceptance. Granted support to succeed and learn new things.
• Erica knows she has a place in her overall community and is very pleased and proud about being productive. She gradually develops more nuances in her socialization skills and even in self-discipline. And yes, Handi-Crafters is a real community.
• Stacia is slightly more independent and feels more self-worth; she likes the social aspect and has met some good people.
• HC has provided us with a safe place for Kathleen where she can feel good about working earn money, socialize with friends and be an adult.

Handi-Crafters Goals & Objectives: We believe all individuals deserve the opportunity to live independent, productive and fulfilling lives. We also believe that all individuals deserve to enjoy a job of their choice and reach their fullest potential. For most of us, having a good job is the root of our quality of life and stability. Individuals with disabilities often face barriers to these opportunities and don’t reach their employment goals! The Bureau of Labor Statistics states that “The unemployment rate for persons with a disability was 9.2 percent in 2017, more than twice that of those with no disability (4.2 percent).” Handi-Crafters is a vital work hub for people with disabilities in Chester County.
Our goals: are to help each individual maximize their independence, productivity and employment potential, and to never turn anyone in need away due to lack of funding. Our service continuum is the vehicle to accomplish these goals. Our core objectives are:

- Accessing employment options, opportunities, and job choice, ending potential isolation at home.
- Learning new job skills, developing a sense of purpose through employment and a career.
- Earning a paycheck and building self-esteem.
- Expanding social skills and developing healthy friendships.
- Participating in and contributing to the community.
- Progressing to their highest level of independence and self-sufficiency.

Handi-Crafter's impact: As an organization we are strongly focused on the individuals we serve, the community-at-large, and our local economy. We proudly employ 400 individuals with disabilities eliminating barriers that may have otherwise existed for them in securing a job in the community.

Handi-Crafters maintains a staff of approximately 60+ trained employees in specialized roles. Each client is assigned to a workshop, a workshop supervisor, and a case manager/program specialist. The program specialist charts progress and sets goals with the client-workers team. Some client-workers are assigned to an Employment Specialist when community employment is a goal. We also retain a full-time nurse to assist with the medical needs and health related issues. The staff works with individuals 6 hours per day, up to 5 days per week to provide a client-worker focus and approach for growth and development.

Handi-Crafter's Assessment of Need: Annual cuts in public funding have compromised access to necessary services for the disabled. These cuts place a significant number of our most vulnerable community members in serious jeopardy and strain agencies like Handi-Crafters. Year after year we experience a growing service funding gap. Public dollars have remained consistently flat over the last five years and have not increased to cover our operating costs. Some funding sources, for example, Mental Health funding has drastically decreased. As these cuts have occurred year after year, demand for our services continues to grow. In the last five years, participation has grown over 60%. Handi-Crafters mission is to never turn individuals away regardless of public support for persons with disabilities.

Through private sector support foundational support, our annual appeal, responses from hundreds of individuals and numerous businesses in our community we strive to meet our goals and to continue to sustain our good mission and support the many extraordinary individuals and their careers!

Attachments:
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

Thank You! We are honored by the generous private sector support. We are grateful for all investments made to help us sustain our employment programs for extraordinary workforce. Our mission would not be possible without your dedication! We passionately believe the return on our investment is a life empowered.

It is with enormous appreciation extended to the Chester County Community Foundation and other generous champions who dedicate funding grants that truly make our services possible for everyone and also have a tremendous impact on the lives of those who work at Handi-Crafters.