

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.
- 99% of the grants issued by the Community Foundation are made possible through the generosity of the Fund Advisors who created donor advised funds. \$2.2+ million is granted annually to nonprofits in Chester County and beyond.
- 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
 - Operations and Technology
 - 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 and cannot be individuals

- **E-mail proposals 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.

Date 1-30-19

Contact Information

Organization Name: Chester County 2020	Executive Director Name: Wm. Stevens
Address: PO Box 321 Lyndell PA 19354	Executive Director E-mail: info@cc2020.org
Phone: 484-680-5570	Board of Directors Chair Name: John B. Hannum
Website: www.cc2020.org	Primary Contact Name: Wm. Stevens
Year Incorporated: 2008	Primary Contact E-mail: info@cc2020.org
FEIN: 26-2250280	

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):

Chester and surrounding counties

Describe Population Served and Annual Number of People Served: Municipal officials; land use professionals; school students & families; other non-profits and action groups. Approximately 1,600 program participants in 2018

Mission: "To forestall contention around land use issues" through education and facilitating public meetings. Chester County 2020 (a trusted convener) also facilitates meetings around non-land-use issues when asked by action groups.

Proposal Summary:

Chester County 2020 seeks funding through 2019 to expand partnerships to address homelessness and the lack of affordably-priced housing in Chester County, and to continue its existing programs for agriculture and accredited land use education.

If Capacity Building Proposal, the focus is:

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

Annual Budget \$ 75,000 _____ 1 # of Full-Time Equivalent Paid Staff
80 % of budget for program expenses 10 # of Board Volunteers
11 % of budget for administrative expenses 6 # of Active Non-Board Volunteers
9 % of budget for fundraising expenses 120 # of Volunteer Hours
100 % total

Top 3-5 funding sources: Chester County Community Foundation; Program Service Fees; American Gift Fund; Springbank Foundation

Grant Amount Requested from the Community Foundation: \$ 8,000 in 2019 _____

II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

Provide clear, concise information. 3 pages maximum.

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

CC2020 was founded in 1996 with the mission to forestall contention around land use. Our goal is to facilitate smart growth in the County, consistent with the Landscapes comprehensive plan – to preserve the County's natural and historic resources while promoting the kind of wise land use that's needed to support preservation and environmental stewardship. Key achievements include: 8 years of presenting accredited land use training at West Chester University – the Master Planner Program, recognized as the best-run such program in the Commonwealth; workshops and other public meetings around key issues, with measurable outcomes; annual events highlighting the importance of wise, thoughtful land use in the County. No one else in the County pursues this mission.

2. Funding request

- Description of key initiatives – the County Planning Commission has asked CC2020 to promote municipal action around affordably-priced housing and homelessness. We will be convening groups in different parts of the County, through 2019.
- Specific needs and issues to be addressed – funds are needed to support program development and follow-up for our work around affordable housing.
- Why it is important to fund this now – CC2020 is experiencing an increase in demand for program services. Direct program event expenses (venue, refreshments, document copying, etc.) are usually covered by event sponsorships and program service fees. Program development, promotion and follow-up are a NOT covered. One example is our work around affordably-priced housing and homelessness. Working with the County Planning Commission, the County Dept. of Community Development and groups tackling homelessness, we've planned up to 4 events for 2019. We currently do not have funding to support the promotion, preparation and follow-up for these events.

3. How impact and results will be demonstrated – event attendance is the first measurable outcome of our programs. The current round of work on housing was kicked off in December 2018, with an informational breakfast at The Desmond Hotel. We had hoped for up to 75 guests at this event. We ended up hosting over 100 guests. This told us there was more than sufficient interest to continue the program activity into 2019. As following events are presented, we will continue to track attendance of course, but there are other ways to assess outcomes. One example is the number of requests for digital copies of speakers' presentations (for the Dec. event, 32.) Another indicator is how many guests download the executive summary of the event proceedings (for the Dec. event, 69.) One more outcome: how many guests showed interest in continuing the discussion of the issue in their home municipalities (for the Dec. event, 18.) Our goal for 2019 is to have municipalities committing to action around housing, and seeking help from the County in the form of grants, model ordinances, etc. All this activity will be tracked to measure outcomes.