

**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

Contact Information

Date 9/6/2019

Organization Name: Phoenixville Area Community Services
Address: 257 Church Street, Phoenixville, PA 19460

Executive Director/CEO Name: Mary McGown
Executive Director/CEO E-mail:

Phone: 610-933-1105
Website: www.pacsphx.org
Year Incorporated: 1974
FEIN: 23-1902190

Mary.mcgown@pacsphx.org
Board of Directors Chair Name: Fred Hubler, Jr.
Primary Contact Name: Mary McGown
Primary Contact E-mail:
Mary.mcgown@pacsphx.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): PACS provides assistance primarily to Chester County residents: Phoenixville Borough 19460 / Schuylkill Township, Valley Forge 19460, 19481, 19482, 19496 / East Pikeland Township, Kimberton 19460, 19442 / West Pikeland Township, Chester Springs 19425
We also provide assistance to residents in these zip codes in Montgomery County. Mont Clare 19453 / Oaks 19456

1. Describe Population Served and Annual Number of People Served: 1079 unduplicated people were provided food assistance in fiscal year 2018/2019. Our client population is diverse and is made up of varying ages, races and household sizes. While our primary service area is the Phoenixville region, anyone who is hungry will be provided with food and referrals to pantries and meal providers closer to where they reside. Our clients are, or below, 150% of the poverty line and many can be associated to the term ALICE. ALICE is a United Way acronym for Asset Limited, Income Constrained, Employed. The term ALICE represents the growing number of households in communities that do not earn enough to afford basic necessities. 27% of people in Chester County identify as ALICE.

Mission: PACS aspires to be the lead resource for food insecurity in the community.

Proposal Summary: PACS is requesting general operating support. PACS is a model for community feeding community. By collaborating with other food pantries and meal providers in the Phoenixville community, we provide our clients dignity and respect by providing healthy, nutritious foods. By also providing Information & Referral services, we will meet our goal to create a food secure community.

If Capacity Building Proposal, the focus is:

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

Annual Budget \$ <u>306,300</u>	<u>3.5</u> # of Full-Time Equivalent Paid Staff
<u>55</u> % of budget for program expenses	<u>14</u> # of Board Volunteers
<u>40</u> % of budget for administrative expenses	<u>15</u> # of Active Non-Board Volunteers
<u>5</u> % of budget for fundraising expenses	<u>1512</u> # of Volunteer Hours
<u>100</u> % total	

Top 3-5 funding sources:

Chester County Department of Human Services	\$45,659	Dr. Lois Reed Estate	\$58,106
United Way Chester County	\$25,155	Phoenixville Community Health Foundation	\$17,000

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

II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

Provide clear, concise information. 3 pages maximum.

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

PACS' history began in early 1970 when a group of concerned citizens met to discuss the delivery of human services in the Phoenixville area. After several meetings, it was determined that many people with serious needs were not receiving available services because of difficulty of travel to West Chester, where most of the services were located, and lack of knowledge about those services. The problem had been identified, but no solution was proposed.

In the fall of 1971 the Phoenixville Area Clergy Association and the Chamber of Commerce convened a series of community meetings to explore the possibility of forming a volunteer group to provide social services information to residents of the Phoenixville area. Chester County Health and Welfare Council presented to the group a program on Chester County CARES. Chester County CARES provided information and referral services countywide. [Chester County Department of Human Services manages the I&R service contracts county-wide now.] By the end of that year, a governing board had been elected, with its first meeting held on February 21, 1972. On March 24th the Board met again to choose a name and prepare a statement of purpose. Rev. Reeves was elected the first president of the board of the newly named Phoenixville Area Community Services.

In April of 1974, PACS obtained office space on the second floor of the Baptist Church (now Grace Crossing Community Church). The enlarged space allowed the beginning of a food pantry with goods supplied by local churches. PACS was incorporated in 1974. In 1975, PACS began operating full-time. It also began cooperating with the Civic Center and other area organizations to act as a clearinghouse for holiday giving, a program, which PACS still, runs today.

As economic conditions worsened in 1981 and the community began to feel the effects of unemployment and rising prices, the demand for PACS' services increased. Individuals, families and community groups provided funds for PACS to help people with heating emergencies and emergency shelter. PACS became recognized as the local instrument for disbursing funds and delivery services to anyone in the community who were in a crisis situation, with no where to turn.

In 2002, Lois Gould stepped down as Executive Director. Carol Berger was hired as Executive in April, 2002 and continued through April 2019. Mary McGown was hired as Interim Executive Director April 2019.

The Next Chapter for PACS: In 2017, PACS board began to focus on the services provided by other non-profit agencies in the community. During the next two years the board conducted research. They discovered there were other non-profits in the area that were providing financial aid. PACS impact in this space, compared to the other organizations, was minimal. During the 1st quarter of 2019, PACS board took a risk and approved a change in mission to focus solely on food insecurity and Information & Referral services, and no longer providing financial aid. This brings PACS full circle to our roots of providing social services information and a food pantry for the Phoenixville community. The new mission "PACS aspires to be the lead resource for food insecurity in the community" was adopted July 1, 2019. PACS is retaining the Information & Referral Services contracted through Chester County Department of Human Services to assist our clients in finding solutions to become self-sufficient.

2. Funding Request

Description of key initiatives

With the announcement of PACS' change in mission, one of the first actions taken was to organize all food providers in the community. This group, called Phoenixville Food Insecurity Team (PFIT) includes representatives from the Phoenixville Clergy Association, Phoenixville Area School District and Tower Health-Phoenixville Hospital. We meet every other month to collaborate and share the efforts taken and planned to create a more food secure community.

The multi-year plan for PACS, in support of the new mission, is based on the fourteen action steps compiled by the House Select Committee on Hunger, chaired by Rep. Tony Hall (D-OH). In 1992, Resolution 302 was passed endorsing these steps and encouraged communities to solve the hunger and malnutrition problems of their

residents. It was suggested, in order to become hunger free, communities should work toward these steps. (The **bold text** identifies actions PACS is focusing on for fiscal year 2019/2020.)

- ❖ **Having a community-based emergency food delivery network that coordinates the services of programs such as food pantries, food banks, and congregate meals facilities;**
- ❖ **Assessing food insecurity problems and evaluating existing services in the community to determine necessary strategies for responding to unmet needs;**
- ❖ Establishing a group of individuals, including low-income participants, to develop and to implement policies and programs to combat food insecurity, to monitor responsiveness of existing services, and to address underlying causes and factors related to hunger;
- ❖ **Participating in federally assisted nutrition programs that should be easily accessible to targeted populations, such as the Federal programs that provide school breakfast, school lunch, summer food, child care food, and food for homeless and older individuals;**
- ❖ Effectively integrating public and private resources, including local businesses, to alleviate food insecurity;
- ❖ Having an education program about food needs of the community and the need for increased local citizen participation in activities to alleviate food insecurity;
- ❖ **Having available information and referral services for accessing both public and private programs and services;**
- ❖ Having initiatives for alleviating food shopping constraints through the development of creative food resources such as community gardens, buying clubs, food cooperatives, community-owned and operated grocery stores, and farmers' markets;
- ❖ Carrying out activities to identify and target food services to high-risk populations;
- ❖ Having adequate transport and distribution of food from all resources;
- ❖ Coordinating food services with park and recreation programs and other community-based outlets to which residents of the area would have easy access;
- ❖ Improving public transportation, human service agencies, and food resources;
- ❖ Having nutrition education programs for low-income citizens to enhance good food- purchasing and food-preparation skills and to heighten awareness of the connection between diet and health; and
- ❖ **Having a program for collecting and distributing nutritious food, either agricultural commodities in farmers' fields or foods that have already been prepared, that would otherwise be wasted.**

Specific needs and issues to be addressed

Immediate: Current Attention	Short-Term Implement FY 2019/20	Long-Term Implement FY 2020/21 & Beyond
<ul style="list-style-type: none"> • Expand Hours • Bring food providers in Phoenixville together to share information and services • Assess food insecurity problems and evaluate / adjust existing services 	<ul style="list-style-type: none"> • Enhance Backpack and Summer Lunch Programs • Provide recipes for clients to use with fresh produce offerings • Instructions for safe handling of food • Food delivery for clients with limited transportation needs or health concerns 	<ul style="list-style-type: none"> • Raised Bed Gardening • Nutrition Classes • Cooking Classes • Food Rescue • Assess food insecurity problems and evaluate / adjust existing services • Advocacy

Progress to Date

April 8, 2019 marked the date the board and staff of PACS truly embraced the mission change and began focus on rebranding PACS, inside and out.

Internal Actions	External Actions
✓ Deferred building maintenance completed	✓ Completion of Fiscal Year 2017/2018 Audit & 990

<ul style="list-style-type: none"> ✓ Bi-weekly staff meetings ✓ One-on-one review & development sessions w/ staff ✓ Enrolled 3 staff in training(s) ✓ Updated Employee Handbook ✓ Enhanced Volunteer Handbook ✓ Developed Volunteer Training ✓ Improved partnership with Chester County Food Bank ✓ Vendor review for Payroll & Cleaning services ✓ Conducted first inventory (\$43,000 as-of 6/30/2019) 	<ul style="list-style-type: none"> ✓ Developed Audit Schedule to meet due date ✓ Submitted delinquent Grant follow-up reporting ✓ Enhanced corporate partnerships ✓ Implemented Phoenixville Food Insecurity Team (PFIT) ✓ Shared Chester County Food Bank 2018 Assessment to PFIT members ✓ Started food rescue with Barrister's Bagels Company ✓ Improved Social Media posts; addition of videos
<ul style="list-style-type: none"> ➤ Implement Dashboard Reporting for Board ➤ Internal moves to accommodate better flow and inventory space 	<ul style="list-style-type: none"> ➤ Researching best practices for Amazon deliveries

Legend:

- ✓ = Complete
- = In Progress

Why it is important to fund this now

General operating support this year will assist PACS in building a strong foundation for this transition year as we implement extended programming in support of our change in mission. Funding will allow us to continue, and enhance services for those who are hungry and need direction in where to receive additional help so they can become self-sufficient.

How impact and results will be demonstrated

We've implemented a scorecard with actions taken against the fourteen action steps, discussed above, and will share progress at our bi-monthly Phoenixville Food Insecurity Team meetings. In addition, a dashboard is shared monthly with the PACS board and staff. Metrics on the dashboard include Funding, Friends, Human Resources, Community, Client, Net Promoter Score (NPS) and Monthly Spotlight. PACS is also excited to share we will be publishing an Annual Report for the first time this fiscal year, since our inception in 1972.