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 grant through their Donor Advised Funds.
- $2.5+ million is granted annually to nonprofits in Chester County and beyond.
- All Community Foundation Funds accept this grant application form.

Proposals submitted by nonprofits are considered for 2 types of grants:

**FIELD OF INTEREST & DONOR ADVISED FUNDS** 
(No Deadline)

- 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.

**FUND FOR CHESTER COUNTY CAPACITY BUILDING GRANTS** 
(Due 9/15)

- 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 annually by **September 15** are eligible for this grant program.
- Capacity building projects should strengthen a nonprofit, in areas including:
  - Mission, Vision & Strategy
  - Governance & Leadership
  - Strategic Relationships
  - Operations and Technology
  - Fundraising & Development
- Grant **awards** typically 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 grant program.

**GRANT PROPOSAL GUIDELINES**

- 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, Donors, and the Grants Committee.
- The electronic form is available at [www.chescocf.org](http://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 Grants Administrator Kevin Baffa at (610) 696-8211 grants@chescocf.org with questions.
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

Contact Information
Organization Name: Spring City Public Library
Executive Director/CEO Name: Julie Wiant
Address: 245 Broad St., Spring City, PA 19475
Executive Director/CEO Email: jwiant@ccls.org
Phone: 610-948-4130
Board of Directors Chair Name: Teresa McCarthy
Website: www.springcitylibrary.org
Primary Contact Name: Julie Wiant
Year Incorporated: 1910
Primary Contact Email: jwiant@ccls.org
FEIN: 23-1365174

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 ___ No__ Not Sure_X
___Donor Advised Fund(s) _____Fund for Chester County __X__Don’t know/Not sure

Field/s of Interest:
___ Arts, Culture & Humanities ___ Environment/Animal Welfare ___X__Education
___ Health ___ Human Services ___ Religion

Organization Information:
Geographic Area Served (If not all of Chester County, specify primary Chester County regions served):
The Spring City Public Library serves the Spring City Borough, East Vincent Township, and East Coventry Township. By way of participation as a member of the Chester County Library System, the Library serves all patrons in the county by sharing of materials.

Describe Population Served and Annual Number of People Served:
The Spring City Library serves a diverse demographic population of approximately 14,000 people. There exists a wide range of socioeconomic status amongst our constituents from the impoverished to the wealthy.

Mission:
The Spring City Free Public Library provides access to information that reflects the needs of the local communities in its service area, focusing on current topics and titles and supporting lifelong learning. Children and teens will have a safe, comfortable and stimulating resource center to further their community involvement. Essential, recreational and special services will be available for all older adults, seniors and veterans in the area, enabling them to remain a vital contributing force. All residents, regardless of socioeconomic status, will have access to computers and the internet, and all residents, regardless of disability and other limitations, will have opportunities to pursue suitable employment to enhance their economic vitality. A full range of community events is offered for all ages to attract and engage all residents.

Proposal Summary: The Spring City Public Library is seeking a capacity building grant for fundraising in the amount of $5,000. The annual fundraising calendar for 2020 is in development and includes cultivating major donors, municipal engagement and increased funding, as well as fundraising events. An Annual Appeal will be run in November 2020 and the funding request if granted, will fund this Appeal as well as supporting our other fund raising activities included in our Fundraising 2020 plan.
If Capacity Building Proposal, the focus is:
___ Mission, Vision & Strategy ___ Governance & Leadership ___ Strategic Relationships
X Fundraising & Development ___ Technology  Other: _________________________________

Annual Budget $110,000

19 % of budget for program expenses
8 # of Board Volunteers
80 % of budget for administrative expenses
9 # of Active Non-Board Volunteers
1 % of budget for fundraising expenses
648 # of Volunteer Hours

Top 3-5 funding sources:
State
County
Municipal

Grant Amount Requested from the Community Foundation: $5,000
The Spring City Public Library has been a well-loved fixture in Spring City Borough for 110 years. Patrons love coming to this library for many reasons. They often comment on how warm and welcoming the staff is, how much they enjoy our high-quality programming, and how they appreciate the wide variety of materials available in such a small library (as a member of the Chester County Library System, patrons have access to all of the county resources with the click of a button). Many of our patrons do not have easy access to the Internet, so they come to take advantage of the five public computers, two scanners, and the printer. Especially for these patrons, but really for everyone (from the youngest child to the senior citizen) who comes in, the Library provides a clean, safe, climate-controlled space where they can access information, search for jobs, find leisure reading and attend programs. The Library’s dedicated volunteers come weekly to help shelve books, read shelves, catalogue and cover new books, and more. These volunteers love the library and the community so much that they give willingly of their time to keep the library thriving.

The dedication to and love for the library is perhaps best illustrated by the bequest of $500,000 some years ago from the longtime former librarian, Bertha Brower. She was not a flashy woman, but her hard work, saving, and generosity allowed her to leave money to the library so that it could remain a central fixture in the community of Spring City well into the future. Her care and passion for the library, which sits on a small side street in a predominantly working class town, allowed us to build a brand new building which opened in 2014. This brand new building took the dedication of an involved Board, staff, and municipality working together to build it from the ground up. This was a key achievement not just for the library itself, but for the Borough of Spring City. We consider this new building a major contribution to revitalization efforts that are ongoing in the town. We are especially proud of the fact that we were able to open the building without a mortgage.

We are progressively thinking about the future. We are the stewards of a community center in a mixed-income borough, with many patrons who are economically disadvantaged, and we want to ensure that this Library will stand years into the future serving all of the generations to come. So often we hear a patron say, “Oh, I came to the old library building as a child!” Now they bring their children to story time in a new library, equipped for today.

However, with a dwindling operational reserve, flat state and county funding, and an increasingly busy environment, we find ourselves operating at a deficit with little to trim from an already lean budget. Personnel is paid little more than minimum wage and all are part-time with the exception of the Executive Director. The situation has reached the point at which it must be addressed or we will be forced to consider cutting our operating hours, thus jeopardizing a community that relies on us. In order to be sustainable at this juncture, we must look to cultivating major donors, building relationships with local businesses, and educating our municipalities about the importance of their budget dollars to our operations. Our first immediate goal is to balance our budget and stop borrowing from our operational reserve. Secondly, in the near term, we seek to move beyond simply sustaining the library to being able to build our reserve back up and ultimately begin an endowment. Our long-term goal is to develop a solid annual fundraising plan each year that incorporates an annual appeal, several fundraising events, donor appreciation events, corporate sponsorship, and major donor cultivation, alongside annual asks for increasing municipality budget dollars.

Through another grant, we were able to hire a part-time Fund Development Coordinator. An annual fundraising calendar has been developed for 2020 which addresses the major ways in which we will raise funds for the Library to include major donors, municipal funding increases, and fundraising events. Running an Annual Appeal for 2020 is one of our major goals, but we need funds to cover the expenses of creating an effective annual appeal that will provide the basis for annual appeals in the future. If granted, the $5,000 in funding from CCCF will help us to purchase the materials and pay the personnel hours that an appeal requires. We will be able to measure the impact of the Annual Appeal by whether or not our financial goal for it is achieved. We will also assess the statistics behind the donors who give this year (i.e. existing, lapsed, new) to determine who to cultivate for more involvement, and how to get more involvement from all who use and love the library at whatever level they can contribute.

We are excited about the future of our Library. The board and the staff are all committed to raising philanthropic awareness with regards to the library, knowing that development takes team participation and commitment. Together with our new Executive Director Julie Wiant – who in two short months has brought a great deal of energy, fundraising expertise and, most importantly, hope to the Board, the Staff, the volunteers, and the patrons – the Board is committed to achieving financial sustainability for the library over the next three years through a commitment to serious fund
development efforts. This grant from CCCF to support a robust, rejuvenating 2020 Annual Appeal will be one very crucial step in our journey to a bright, *sustainable* future for the Spring City Public Library.