

**MARJORIE L. AND ARTHUR P. MILLER FUND
REQUEST FOR PROPOSALS
FUND FOR OPEN SPACE AND THE ENVIRONMENT**

Across Chester County, local citizen groups are emerging as stewards of their local land resources while other organizations with an environmental focus are forming as issue groups, non-profit agencies, and municipal land trusts. Other non-profits serve as stewards for important parcels of land being used in creative ways for education and demonstration purposes. Each community has valuable resources that are worthy of being preserved—streams, wetlands, green space, areas important to wildlife, scenic vistas, and areas of historic or community significance.

The Chester County Community Foundation is now accepting applications for the Marjorie L. and Arthur P. Miller Fund. **One challenge grant of up to \$2,500** is available each year to support a non-profit organization which provides creative solutions to open space preservation and the wise use of environmental resources. The challenge portion of this grant can be met through such diverse means as new forms of in-kind donations and volunteer support and/or new grant dollars. The Miller grant can be used for the following:

- **The creation of a park, trail, or recreation area**
- **A public or school-based environmental education effort**
- **Research and publication about an important environmental issue**
- **Environmental enhancement and preservation of a significant site**
- **Volunteer and leadership development**
- **A demonstration project with wide-use application**

Successful projects will be those that:

- **Involve collaboration with environmental agencies & organizations**
- **Demonstrate high impact relative to the dollars expended**
- **Are of a lasting nature.**

Programs with a significant educational component are encouraged.

Proposals will be accepted until September 15. Upon review of the initial proposals, a site visit may be conducted of the finalists. The grant will be awarded in November.

Please use the attached Grant Proposal Format to apply for the grant. Please explain how you will meet the challenge component in your grant proposal narrative. Grant applications should be submitted no later than 5:00 P.M., **September 15** to: grants@chescofc.org . **Subject:** Marjorie L. and Arthur P. Miller Fund Grant Application

For more information, please contact Beth Harper Briglia, Vice President of Philanthropy Services at the Chester County Community Foundation at 610-696-8045 or at beth@chescofc.org. Thank you!

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REQUEST FOR PROPOSALS**

SUMMARY SHEET (One page only) Note: If Philanthropy Network Common Grant Application is used, this Summary Sheet MUST accompany application. Please visit our website at www.chescocf.org to obtain an electronic version of this application.

Date: September 13, 2019

Contact Information:

Organization Name: West Vincent Township
Address:
Contact E-mail: ebatdorf@westvincenttp.org
Phone: 610-458-1601
Web Address: westvincenttp.org

Contact Name: Erica Batdorf
Contact Title: Township Manager
Fax: 610-458-1603
Year Incorporated: 1832

Have you previously received the Miller Grant Award: Yes No

If "Yes", please indicate date and amount of each grant, if any, received from the Foundation:

(1) Year: _____ Amt Rec'd: \$ _____ (2) Year: _____ Amt. Rec'd \$ _____
(3) Year: _____ Amt Rec'd: \$ _____ (4) Year: _____ Amt. Rec'd \$ _____

Organizational Information:

Geographic Area Served (*If not all of Chester County, specify primary Chester County municipalities served*): **West Vincent Township**

Annual # of Clients & Description of Population Served: 4,567

Mission Statement: The Mission of West Vincent Township is to provide high quality service to all members of our community in an efficient, fiscally responsible, sustainable, and inclusive manner.

Organization Description: West Vincent Township is a rural Township of the second class located in northern Chester County, PA. As of the 2010 census the Township population was 4,567 and the total Township area is 17.8 square miles. West Vincent Township was incorporated and recognized as a Township in 1832. The Township is governed by a three member Board of Supervisors elected to six year terms. The terms are staggered so that a new Board member is elected every two years. The Board of Supervisors set policy and goals for the Township. The Township appoints a Township Manager, Secretary, and Treasurer, who work with staff and Township consultants, including the Township Engineer, Zoning Officer, Building Code Official, and Solicitor to carry out the policies and mission of the Township and provide programs and services to meet the needs of residents. The Board of Supervisors also appoint the members of the Township's committees, who help support and advance these Township goals and policy objectives. Township Departments include Administration, Police, Building and Zoning, and Public Works.

WEST VINCENT TOWNSHIP APPLICATION 9-13-2019

Annual Budget \$7,717,570.00	18 # of Full-Time Equivalent Paid Staff
2 % of budget for program expenses	7 # of Board Volunteers
3 % of budget for administrative expenses	10 # of Active Non-Board Volunteers
0 % of budget for fundraising expenses	180 # of Volunteer Hours
<i>100 % total</i>	

Top 3-5 funding sources:

Taxpayer dollars, permit and licensing fees, state and local aid, grants, other.

Proposal Information:

Grant Amount Requested: \$2,500.00 Description of Grant Purpose: Bryn Coed Township Park Placemaking

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GRANT PROPOSAL NARRATIVE

Please provide the following information clearly and concisely.

Proposals of 1 or 2 pages are strongly encouraged.

- 1. Organization's history, goals, key achievements and distinctiveness**
- 2. Funding request:**
 - A. Specific Chester County needs and issues addressed**
 - B. Organizational impact (for general operating proposals) or project impact (for project proposals)**
 - C. Overall strategies to implement the organization's mission (or project)**
 - D. Why it is important to fund this now**
 - E. How do you intend to meet the challenge component of this grant?**
- 3. Timetable, with anticipated outcomes and their relevance to the nonprofit's mission**
- 4. How impact and results will be demonstrated**

ATTACHMENTS

Please attach the following support information:

1. Copy of 501 (c) (3) federal tax-exempt letter
2. List of Board of Directors, with their affiliations

WEST VINCENT TOWNSHIP APPLICATION 9-13-2019

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
5. Itemized project budget (if applying for project-specific grant)

Note: The Philanthropy Network Common Grant Application may be submitted with CCCF Summary Sheet.

Please visit our website at www.chescocf.org to obtain an electronic version of this application.
E-mail applications are strongly encouraged.

***Please send completed applications to:
Beth Harper Briglia, Vice President of Philanthropy Services
Chester County Community Foundation
28 West Market Street
West Chester, PA 19382
grants@chescocf.org
(610) 696-8045
THANK YOU!***

WEST VINCENT TOWNSHIP
GRANT PROPOSAL NARRATIVE

West Vincent Township is a rural Township of the second class, with 4,567 residents as of the 2010 census, and is located in northern Chester County. The Township recently partnered with Natural Lands, a non profit organization based in Media, PA to help save and preserve 1,500 acres of open space property from development in northern Chester County – the majority of this land is located in West Vincent Township, and the effort took many years and a myriad of organizations to make the project a reality. As part of our Township contribution to the project, in July of 2018 the Township acquired 72 acres located at 1422 St. Matthews Road for the purposes of establishing a public park, which is currently under development. Additionally, Natural Lands has established a 520 acre preserve which connects to the Township's park, and is linked to adjoining trail easements along the open space properties preserved through this project. Together we have worked to permanently preserve this open space and prevent development which would strain local government and public infrastructure.

In the spirit of the project we are requesting \$2,500 through the Marjorie L. and Arthur P. Miller Fund to be used to furnish a new entrance sign and native plantings to serve as a revitalized entrance to the Township's new Bryn Coed Park. The Township recently held a soft opening for the park on September 7, 2019. The Township is currently obtaining bids for the demolition of farm buildings which exist on site. This area is currently fenced and protected from the public. We anticipate the park will be fully open to the public in Summer of 2020. The Township's Parks & Recreation Commission led a volunteer effort to study the park, design a trail loop, and develop the trail loop over the past several months. Public interest in the park is great, and the community is energized by the anticipated amenities we will have available for park users. As the property was previously used for a dairy farm operation, the entrance to the park is bleak and undistinguishable. Providing for a new sign that is context sensitive in design yet significant and prominent enough to provide users direction and a welcoming presence is our ultimate goal.

By installing native plantings that are suitable for the park, and inclusive of our Environmental Advisory Council's goals would be ideal, and help reflect the Township's character. Chester County has been a leading stakeholder in the Bryn Coed Farms project, through support via the Chester County Planning Commission and Board of Commissioners. The support in the development of this park aligns with the vision and goals established in Landscapes 3, as we aim to provide healthy, recreational opportunities which promote local tourism, wellness, and environmental awareness in our region. The Township strongly feels that the Bryn Coed Township Park serves as a model project demonstrating the interdependence of organizations and leaders striving to protect open lands, conserve our environmental resources, and connect our communities through accessible, multi – modal means. We are thrilled that the Township is at this milestone in our planning, but given the recent acquisition of this open space and the demolition project, a budget for amenities and park improvements has been challenging to identify. The Township would meet the challenge component of this grant through committing general funds towards the project, and would maximize every dollar through this arrangement.

The Township proposes using in kind volunteer assistance to design the front entrance to the park and obtain insight and seek guidance regarding native plantings. Grant funds would be used towards the sign fabrication, posts, and materials, as well as the plantings. We anticipate the project to total approximately \$6,000. The project can begin in Winter of 2019/2020 and implementation is slated for Spring of 2020. We sincerely appreciate your consideration of this request. We believe this creative project highlights the historic, cultural, and environmental significance of a very special, newly preserved park in West Vincent Township, and honors the intent of the Marjorie L. and Arthur P. Miller Fund.

Itemized Budget:

Sign fabrication: \$4,000
Plantings & materials: \$2,000
Total Project Budget: \$6,000

Very Truly Yours,

Erica L. Batdorf
Township Manager