

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 1/19/2020

Contact Information

Organization Name: Oxford Educational Foundation Executive Director Name: Dr. Ray Fischer
Address: 125 bell Tower Lane, Oxford, PA 19363
Executive Director E-mail: rfischer@oxfordeducationalfoundation.org
Phone: (717) 947-0075
Board of Directors Chair Name: Steve Roberts
Website: www.oxfordeducationalfoundation.org Primary Contact Name: Dr. Ray Fischer
Year Incorporated: 1994
Primary Contact E-mail: rfischer@oxfordeducationalfoundation.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): The Oxford Educational Foundation serves students in the six Oxford Area School District schools in southern Chester County.

Describe Population Served and Annual Number of People Served: The Oxford Educational Foundation with approximately 122 volunteers serves approximately 625 students in the Oxford Area School District in a mentoring, tutoring and classroom volunteer program. In addition, the OEF provides competitive professional grants for faculty that will fund innovative programs. In 2018-19 sixteen faculty members received professional grants that ranged between \$250 and \$1500. The impact of these grants affected approximately 2340 students.

Mission: The mission of the Oxford Educational Foundation is to enhance the quality of education in the Oxford Area School District by providing a mentoring, tutoring and classroom volunteer program for the students and providing professional grants to the faculty that encourage the development of innovative programs.

Proposal Summary: The grant request is fund the operations of the volunteer program which would include mentoring, tutoring and classroom volunteering. Program expenses would include telephone, postage, Randy Sebastian Volunteer of the Year Award Breakfast, mentor, tutor and student picnic, program marketing (brochures, website, facebook, twitter), training of OEF volunteers and training manuals and pro ration of the Volunteer Coordinator's salary.

If Capacity Building Proposal, the focus is:

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

Annual Budget \$153,255

71 % of budget for program expenses

26 % of budget for administrative expenses

1 # of Full-Time Equivalent Paid Staff

15 # of Board Volunteers

122 # of Active Non-Board Volunteers

3 % of budget for fundraising expenses
100 % total

3768 # of Volunteer Hours

Top 3-5 funding sources:

Donations--\$31,000

CCRES--\$6,050

First Resource Bank of Exton--\$7,000

WSFS Bank--\$3,000

Herr's Foods \$2500

Grant Amount Requested from the Community Foundation: \$7500

**CHESTER COUNTY COMMUNITY FOUNDATION
FIELD OF INTEREST & DONOR ADVISED FUND
GRANT PROPOSAL NARRATIVE**

Background Information

Organizational History, Goals, Key Achievements and Current Programs, Key Achievements and Distinctiveness

The Oxford Educational Foundation was formed in 1994 by a group of alumni, concerned parents and educators and was led by John Pittenger, former Commonwealth of Pennsylvania Secretary of Education. Mr. Pittenger was a resident of the school district and had a passion for the advancement of public education.

The mission of the OEF is to enhance the quality of education in the Oxford Area School District and contribute to the success of Oxford students. We do this by assisting the Oxford Area School District in the enhancement of education with respect to, but not limited to, the at-risk student population. Our mentoring/tutoring program is designed to augment the classroom work with additional study assistance. Mentoring provides an adult to guide the student, and improve their performance in school. Tutoring provides assistance in specific subjects. We seek to supplement the students' studies by bringing together the Oxford community human resources and the public education system. To date we have approximately 122 volunteers who are mentoring and tutoring students and are volunteering in an assistive role with teachers.

Mentoring, Tutoring and Classroom Volunteering

The Mentoring and Tutoring Program serves students of the Oxford Area School District. Mentoring is provided for students who have been identified as at-risk by school counselors and teachers. Volunteer mentors meet one-on-one with at risk students weekly, either during the school day, or immediately after school. Mentoring addresses the social and educational needs across the curriculum, to improve the academic performance of the student. The volunteer tutors work one-on-one, or with small groups of students, to master the material covered in class. In the elementary schools, some tutors work with every student in a class to review new material or to read, and other tutors work with the students who need to improve their study skills. Tutoring in the high school is provided for students whose teachers and school counselors have identified as needing additional assistance in a particular subject, and the sessions are typically one hour per week but have been more. The tutors communicate regularly with the teacher/parent/guardian and adhere to the approved OASD school curriculum. This year we have been collaborating with the Lighthouse in providing volunteers to the after school program, specifically during Homework Help. In addition we collaborate with the Chester County Futures Program in providing mentors. The goal is to increase the number of volunteers to 150 in the next two years in order to provide the number of student contacts with volunteers and students. The OEF's Volunteer Coordinator, collaborates with volunteers, school counselors, teachers, and administrators to identify the needs of students and match them with the most appropriate mentor or tutor. The evaluation of the 2018-19 school year found that 85% of the parents who responded to the survey as a positive influence on the students in the program. Eighty percent of the faculty who responded saw a positive effect for the students.

Professional Grants for Faculty

The OEF provides professional grants ranging from \$250 to \$1500 to the _____ faculty of the OASD. This program was established to stimulate innovative ideas to enhance a teacher's classroom activities. These fresh new ideas and program pilots when tied to the educational goals of the school district are often key catalysts for student improvement and achievement. Proposals are accepted four times during the school year. These proposals are reviewed by the building administrator and district administration to ensure that they coordinate with the curriculum. They then are reviewed by the OEF Special Projects Committee to assess how it supports the mission of the Foundation, the number of students to be served, and whether it can be replicated by other teachers.

In addition, the Foundation receives a proposal from each school building on an innovative project they are working on or would like to initiate. This grant is called the John C. Pittenger grant, named after its founder and first president. In the past, grants were given for creating Butterfly Gardens, STEM and STEAM Classrooms, Breakout Kits in grades one and two and for the program on anti-bullying called Rachel's Challenge.

Educational Investment Tax Credit Program

For the past eleven years, the OEF has been recognized as an Educational Improvement Organization by the PA Department of Community and Economical Development. Achieving this status allows our foundation to solicit and accept donations from businesses who in turn receive favorable PA income tax credits up to 75% depending on their level of donations. In the year of

2018-19, we received donations in the amount of \$19,500 from businesses which enabled the OEF to fund Project Reel which is an innovative collaboration between the Oxford Area High School Chemistry Department and Ohio State University and Early College Academy a collaboration between Cecil College and Oxford Area High School, Robotics a program in grades 2 thru 12 with approximately 150 student participating. Program. Band to Orchestra (Strings) will be added to the music program which will allow the OASD School band programs to become orchestras. Lastly, a recent approval of a Chesapeake Bay Program for students taking the courses of Marine Biology and AP Environmental Science.

Leaving a Legacy Program

Last year we have implemented a Leaving a Legacy Program that promises to increase the OEF's Endowment Fund. Our goal is to reach one million dollars by end of 2026. The OEF is planning an endowment campaign which can provide an opportunity for alumni and the community to support the OEF in a meaningful and long lasting way. Leaving a Legacy is an exciting step in the rich history of the OASD and the OEF. Throughout the years, the OASD has proven itself to be an institution that provides an unparalleled opportunity for academic, arts and athletic achievement. This allowed former students and community supporters to experience the pride of being a part of the OASD's enduring tradition. It is our goal to utilize the interest to assist in funding our programs. Over the past year we have added approximately \$44,000 to the Endowment Fund. We have been collaborating with the Chester County Community Foundation for our planned giving program. They also manage over half of our Endowment funds. To date we have approximately \$637,000

Purpose of Grant

This grant request is to fund our operating expenses up to \$7,500. These expenses include telephone, postage, RSVP breakfast, retreat & luncheons and program marketing (continue to the OEF's website, Face book and Twitter) and a proration of the Volunteer Coordinator's salary... The total program budget is \$135,305. The cost of administration and fund raising expenses is 29% of the budget. The Executive Director (Dr. Ray Fischer) and the Treasurer (Pam Mason) are accountable for these expenditures. The goal is to increase the number of volunteers to 150 by end of 2021 (presently 122) in order to provide the number of student contacts with mentors and students. The OEF's Volunteer Coordinator, collaborates with volunteers, school counselors, teachers, and administrators to identify the needs of students and match them with the most appropriate mentor or tutor. The evaluation of the 2018-19 school year found that 85% of the parents who responded to the survey as a positive influence on the students in the program. Eighty-one percent of the faculty who responded saw a positive effect for the students.

Need for funding

The Oxford Educational Foundation has formulated a set of goals for the 2019-20 school year which include increasing the number of tutors to assist high students specifically in the areas of Algebra, Literature, Biology and Chemistry. These specific subjects are being assessed by the state called Keystone Exams. These exams will be phased out in the near future and the emphasis will be on SAT's. Increase public relations to the various retirement centers; news articles to media; updates on the OEF brochure refreshing the OEF website. We are also implementing our donor management software system called Little Green Light. The grant funding would assist in achieving these goals.

Specific Needs and Issues and Challenges to be addressed

As with any program(s) our challenging obstacle is our operating budget. We are interested in providing more grant opportunities for our teachers and train additional volunteers to assist the staff and students existing economic conditions still negatively impact low-income children within the county specifically in the Oxford Area. In 2018-19 Oxford Area School District continued to show an increase in the number of students participating in the Federal Free and Reduced Lunch Program (approximately 44%) In addition test scores have been marginal but a steady increase is noted for identified students who are at risk. Our students confront diverse challenges in their quest to earn an education. A percentage of these students may lack a responsible adult role model or are unable to receive the assistance from home to help them in their educational endeavors.

Why it is important to fund now

The OEF is interested in recruiting additional volunteers in our schools. In so doing we assist in providing for their clearances and provide a training program before they begin their volunteer duties. In summary it will increase our organizational capacity in carrying out our mission and will be measured by the yearly evaluation from parents, staff and volunteers. In our recruiting efforts, the OEF continues to increase its marketing in developing volunteer brochures, Leaving a Legacy information, informational posters and tables items for School District Open Houses, Kindergarten registration, First Fridays and local festivals.

How impact and results will be demonstrated

The 2010 census shows that the percentage of residents of the Oxford Area School District over 25 years old with a high school degree is two to three percent below the U.S. average and the number of residents with a Bachelor's degree or higher is six to eight percent below the U.S. average.

The mentoring, tutoring and classroom volunteer program will continue to improve student performance in school, which will be seen by improved grades, attendance and increased character in and out of the classroom.

Each year we conduct a survey to measure the effectiveness of the mentoring and tutoring program and to learn what we can do to improve our work. The forms are distributed to parents, faculty, and mentors and tutors in the spring and analyzed during the summer. The evaluation of the 2018-2019 school year found that 85% of the parents who responded to the survey saw a positive influence on the students in the program. It showed that mentoring and tutoring increases the self-confidence of the student, which often results in improved academic performance. One parent wrote, "The mentor has been a wonderful influence on my daughter. She has helped her develop a love of learning and self confidence."

The school district views the Foundation as a positive supplemental resource for its educational programs.

This data and information will be analyzed and incorporated in future program planning, and will be reported in the Annual Report which is published in October of each year.

Should you have any questions or need further clarification, please contact Dr. Raymond A. Fischer, Executive Director, Oxford Educational Foundation, at rfischer@oxfordeducationalfoundation.org or at 717 947-0075

Thank you for the opportunity to apply for a Field of Interest and Donor Advised Fund Grant!