



28 W. Market Street, Lincoln Biography Building
West Chester, PA 19382
610.696.8211 www.chescocf.org

CCCF COVID-19 Rapid Response Mini-Grants

Per IRS Regulations, applicants must be charitable, tax exempt organizations with 501(c) (3) certification & cannot be individuals.

Background/Eligibility

The Community Foundation's COVID-19 Rapid Response Fund provides flexible resources to **Chester County nonprofits** that are disproportionately impacted by coronavirus and the economic consequences of this outbreak. This is designed as a flexible short-term response fund to provide relief for a variety of unexpected costs. We envision three funding priority levels:

- **Front Line Grants** fund community-based nonprofits that have increased demand for services due to COVID-19. These nonprofits have deep roots in community and a strong track-record serving people who are immediately and disproportionately suffering from this crisis. This includes services to financially vulnerable people who work in industries without sick leave &/or health care; homeless people; and health-challenged vulnerable people. Grants are intended to complement the work of public health officials and expand local capacity to address acute needs of the outbreak as efficiently as possible. These grants are NOT of the scale to support larger public institutions that are strained by increased demand for services. Examples of the types of nonprofits in most need of Front Line Grant Support, as service numbers rise: community-based health clinics; food bank & food pantries; meal delivery programs; homelessness programs.
- **Service-Challenged Grants** fund nonprofits that are modifying their in-person service delivery modes extremely rapidly due to COVID-19, and need assistance to do so. These nonprofits likely need additional assistance to upgrade sanitation protocols and obtain cleaning supplies & service personnel. This includes: youth centers, recreation centers, child care, senior services, adult day care, community-based education programs.
- **Collateral Damage Grants** fund nonprofits facing extreme difficulty because of lost revenue due to closures and cancellations, as well as other challenges.





28 W. Market Street, Lincoln Biography Building
West Chester, PA 19382
610.696.8211 www.chescocf.org

COVID-19 Rapid Response Mini-Grant Letter of Request

Date:

Contact Information

Organization Name: Honey Brook Food Pantry
Address: 5064 Horseshoe Pike Door #8
Honey Brook, PA. 19341

Phone: 610-273-6102

Website: www.honeybrookfoodpantry.org

FEIN: 47-1786657

ED/CEO Name: Kenneth R. Ross

ED/CEO E-mail: kross1414@aol.com

Board Chair Name: Kenneth R. Ross

Primary Contact Name: Kenneth R. Ross

Primary Contact E-mail: kross1414@aol.com

In a few brief paragraphs, please explain:

- 1. What geographic area is served?** (If not all of Chester County, specify primary Chester County regions served)

Twin Valley School District—Honey Brook Borough, Honey Brook Township, Morgantown, Glenmoore, Elverson and Mobile Home Communities along Route 322.

- 2. What population is served, what has been the impact of COVID-19, and how has your nonprofit responded?**

*The eligible population includes families, seniors and individuals earning 150% of the Federal poverty level
The ALICE population is among our most often served group along with large families, seniors, disabled individuals and children of the poorest families residing in the Twin Valley School District.*

We are anticipating a client increase of about 20% at our large food distributions based on call volume to date, due in large part, to the loss of part-time and hourly employment and children now at home through the day. We also have had our grocery store donations (especially meat) slashed since retailers sell out immediately and will not advance order in quantities we need to serve the 400 people we project to serve at each distribution. Public food availability is not including any meat at this time.

- 3. How much funding is sought? How does this compare to your annual operating budget? What will the funding be used for? What is the expected timeframe for use of funds?**

We are requesting two month's worth of chicken and ground beef, sourced through meat wholesalers (which do not typically sell to retail customers like a food pantry)

Based on their quote for 800 lbs. of ground beef (\$2,016) and chicken boneless thighs (\$1,020), a \$3,000 grant will provide us a cushion to adjust to an environment where "you're on your own" relative to meat served. Also allows us to develop other meat sources while not reducing the amount of food we can make available to our guests.

This is about 6% of our annual operating budget and will be used during the months of April and May

Please email grants@chescocf.org

- _____ This Brief COVID-19 Rapid Response Mini-Grant Letter of Request
- _____ Copy of annual operating budget or most recent audit
- _____ 501c3 determination letter

Request letters will be posted on the Community Foundation's website, in order to share with fund advisors, donors, grant panelists, and other funding sources.

Grants will be processed a few times monthly.

We estimate mini-grants will range from \$500 to \$5000.

Please direct general questions & inquiries about the Rapid Response Mini-Grants to grants@chescocf.org.
Beth, Steph, Cierra or Kevin will answer you.