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.
Date: April 6, 2020

Contact Information
Organization Name: Brandywine Ballet Company
Address: 317 Westtown Rd. Ste. 5, West Chester, PA 19382
Phone: 610-692-6402
Website: www.brandywineballet.org
FEIN: 23-2112492

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)*
   Brandywine Ballet serves Chester County and the surrounding region. Our performances are held in downtown West Chester at West Chester University’s Emilie K. Asplundh Concert Hall.

2. **What population is served, what has been the impact of COVID-19, and how has your nonprofit responded?**
   Our performances bring the art of ballet into the lives of individuals aged three and up in Chester County and throughout the tri-state region. Through our performances many families, individuals, seniors and students are engaged in the arts. Brandywine Ballet also makes an effort to make the arts accessible to more people through donating tickets to Arts Reach (an organization that donates tickets to underserved population groups) VetTix (an organization that donates tickets to Veterans and their families) and various other non-profits in our region.
   We have had to cancel our Spring Series performances of *The Wonderful Wizard of Oz*, scheduled for May 15-17, 2020. We were planning on holding four performances; three for the general public, and one specifically for student groups and senior living groups. Cancellation means that we will be refunding some of our ticket holders (we are also offering options to turn the ticket purchase into a tax-deductible donation or to turn the ticket purchase into a gift certificate to be used for a future performance). Therefore, we will not be making the revenue of $10,898 that we budgeted for. We have decided to shift the performances of *The Wonderful Wizard of Oz* to our 2020-21 Season’s Fall Series in October 2020.
   The cancellation has also affected our community of dancers. The dancers had been rehearsing the ballet since early February. We stopped rehearsals and company classes starting on March 14th. We have resumed some of our company classes via Zoom, making us able to continue enriching the lives of our dancers during their time away from the studio and this also enables us to compensate one of our four teachers.
   We also had to cancel our largest fundraising event of the year, the Ruby Gala, which was scheduled for March 14th. We were lucky enough to be able to hold the silent auction remotely, and to secure some funding this way. We also had a series of smaller fundraising activities planned for the remainder of the Season that we will no longer be able to hold. This means that we will not be meeting the budget again and are estimating a loss of $6,000 due to COVID-19 cancellations.
   We have had to make some additional adjustments to our operating budget. We will be cutting all employee hours by half starting on April 15th and we are no longer paying our professional dancers, who are independent contractors (they did receive pay for all of the hours they were already in rehearsal).
   We hope to be able to hold our Summer Program, planned for this July. If we are unable to hold this program we will be starting out our 2020-21 Season without meeting the $17,000 in revenue that we have budgeted for, and this will certainly affect our ability to bring quality programming to the stage in the fall, and we may need to cut employee hours further.
   We will continue to engage the community through social media, and e-newsletters. We plan to provide our e-newsletter subscribers with links to view a handful of past performances to share some light during these dark times.

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 seeking $5,000 in funding. Our 2019-20 Season Expense Budget was $385,623 and our Income Budget was $413,930. We are seeking about 1.2% of our operating budget in funding. This funding will be used to mitigate the losses of $10,898 in budgeted income from cancelling our Spring Series performances of *The Wonderful Wizard of Oz*. This support will aid our current fiscal year, which will be ending on June 30, 2020, and will be applied as soon as possible. We do not know what tomorrow will bring and we know that we are all in this together. Our thoughts go out to all of the members of our community and the world who are suffering.

COVID-19 Rapid Response
Mini-Grant Letter of Request
Please email grants@chesocf.org

__X__ This Brief COVID-19 Rapid Response Mini-Grant Letter of Request
__X__ Copy of annual operating budget or most recent audit
__X__ 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@chesocf.org. Beth, Steph, Cierra or Kevin will answer you.