Date: April 1, 2020

Contact Information

Organization Name: Ann’s Heart
Address: 30 Hall Street, Suite 301, Phoenixville, PA 19460
Phone: (484) 393-2407
Website: https://www.annsheart.org
FEIN: 46-5257454

ED/CEO Name: Kristen McGee, Executive Director
ED/CEO E-mail: kristen@annsheart.org
Board Chair Name: James De Bow, President
Primary Contact Name: Kristen McGee
Primary Contact E-mail: kristen@annsheart.org

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)

Ann’s Heart serves the Phoenixville area and immediately surrounding communities in Chester County and small parts of Montgomery County.

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

Our programs serve two general populations:

The Code Blue Overnight Emergency Warming Center serves homeless men, women, and families (all ages) from the Phoenixville and immediately surrounding townships by providing a cold-weather, overnight space from mid-November through mid-April seven days a week, from 8PM to 8AM. Our Center provides simple hot meals (dinner / breakfast), showers, laundry, and access to emergency clothing, toiletries, and other basic needs. We serve anyone who walks through our doors that is in need of shelter. Our Center is also a ‘wet shelter’, meaning we provide a safe place for individuals struggling with addiction. While guests may not use drugs or alcohol on site, they may stay with us as long as they are not a danger to themselves or others on-site.

Unfortunately, due to the quick spread of COVID-19 through our region and the dormitory style of our Center, we had to close the Code Blue Center for the season two weeks earlier than anticipated. This was to ensure the safety of our guests, staff, and volunteers. Due to the early closing, we worked furiously to provide emergency hotel stays to our remaining guests, completed SPDAT (county) assessments to ensure they were accounted for by the CC system, and worked to ensure longer-term housing options by partnering with other local agencies. We continue to stay in contact with and support these guests by providing access to food and other basic needs. Our Center also provided several truckloads of perishable and non-perishable food supplies to our local food pantries/programs, including Phoenixville Area Community Services (PACS), the Phoenixville Senior Center, and St. Peter’s Pantry. We are continuing to support local area resources by sourcing and sharing food, cleaning, and other supplies to ensure the health and safety of area residents; especially the most vulnerable.

The Home of Education, Arts, Resources, and Technology (HEART) is a community education center serving all Phoenixville area people, along with all Chester County neighbors, looking to build community through education. Our site provides free or low-cost classrooms for use by individuals, non-profits, or groups for use as meeting spaces or educational facilities, administrative space for non-profits in residency, and a commercial kitchen/event space on the first floor for community meals, events, and classes. We are currently ‘home’ two other non-profit, besides our own, and provide program space for several other non-profit partners.

We are working to ensure the self-sufficiency of Ann’s Heart by utilizing rental income from some of our spaces to cover operational costs. Due to the State mandated closures of non-essential businesses, our community center was forced to close. Program spaces for our partner non-profits, administrative offices on our third floor, and our rental spaces have all been shuttered indefinitely. This has created a large gap in our income stream for the organization. Additionally, several of our fundraisers, including a large gala-style event scheduled for June, have either been cancelled or postponed indefinitely.

As an organization, we are working to develop ways that our site can provide support services to our community, even during this time of crisis. We have partnered with the Phoenixville Office of Emergency Management and the
Mayor to be part of a taskforce focused on providing emergency supports. However, our biggest concern at this point in time is sustaining the organization (and our employees) through this time of closure so that we can continue to be effective partners and resources in our community.

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 an operational grant of $5,000 to help recuperate the monies lost from rental income and fundraising revenue budgeted for both March and April of 2020. These operational funds would help to cover the operational expenses (rent, utilities, etc.) of both the HEART and Code Blue Center, and staff salaries during this period.

For our 2019-20 budget, we had budgeted an income of $6,000 in fundraising events/initiatives and an additional $4,000 in rental income from renting spaces at the HEART and Code Blue Center.

Our average expenses (rent, utilities, supplies) for March/April are typically $7,700 for the Code Blue Center and $9,000 for the HEART. Grant funds would help support operational costs during these months (March/April) due to state mandated closures. We hope that by May or June we will be able to utilize our spaces again and continue our fundraising initiatives/events.

Thank you for your consideration and support!

Please email grants@chescocf.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@chescocf.org. Beth, Steph, Cierra or Kevin will answer you.
## Ann's Heart Budget 2019-20

### 1-Jul-19

#### Total

<table>
<thead>
<tr>
<th>REVENUE</th>
<th>Code Blue</th>
<th>HEART</th>
<th>General Revenue</th>
<th>TOTAL REVENUE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Code Blue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Program Grants</td>
<td>17000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Program Donations</td>
<td>35000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fundraisers/Events</td>
<td>30000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rentals</td>
<td>6000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Code Blue Revenue</strong></td>
<td>88000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>HEART</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Program Grants</td>
<td>35000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Program Donations</td>
<td>38744</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fundraisers/Events</td>
<td>10000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rentals</td>
<td>13000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total HEART Revenue</strong></td>
<td>96744</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>General Revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Grants</td>
<td>10300</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Donations</td>
<td>12000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Miscellaneous (Int Income)</td>
<td>60</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total General Revenue</strong></td>
<td>22360</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td>207104</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### EXPENSES

<table>
<thead>
<tr>
<th>EXPENSES</th>
<th>Code Blue</th>
<th>HEART</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Program Expenses</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Code Blue</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payroll - ED (40%)</td>
<td>19800</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payroll - Support</td>
<td>22340</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payroll - Coordinator</td>
<td>2574</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supplies</td>
<td>6000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Utilities</td>
<td>6500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Debt Repayment to St. Ann Parish</td>
<td>6000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Liability Insurance</td>
<td>5600</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Miscellaneous / Emergency Fund</td>
<td>2700</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Code Blue Expenses</strong></td>
<td>71514</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>HEART</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payroll (40%)</td>
<td>19800</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payroll - Support</td>
<td>5226</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lease Payment</td>
<td>1200</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supplies</td>
<td>5000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Building Enhancements</td>
<td>45000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Utilities</td>
<td>20100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Description</td>
<td>Amount</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------------------------------------------------------</td>
<td>----------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Liability Insurance</td>
<td>4220</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total HEART Expenses</td>
<td>100546</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Program Expenses</td>
<td>172060</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Fundraising Expenses**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marketing/Advertising/Communications</td>
<td>10020</td>
</tr>
<tr>
<td>Postage</td>
<td>696</td>
</tr>
<tr>
<td>Travel/Entertainment</td>
<td>1020</td>
</tr>
<tr>
<td>Total Fundraising Expenses</td>
<td>11736</td>
</tr>
</tbody>
</table>

**Administrative Expenses**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payroll - ED (20%)</td>
<td>9900</td>
</tr>
<tr>
<td>Accounting &amp; Legal Fees</td>
<td>2500</td>
</tr>
<tr>
<td>D&amp;O Insurance</td>
<td>1121</td>
</tr>
<tr>
<td>Fees/Dues/Subscriptions</td>
<td>1950</td>
</tr>
<tr>
<td>Office Supplies &amp; Equipment</td>
<td>1500</td>
</tr>
<tr>
<td>Professional Fees/Expenses</td>
<td>1800</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>960</td>
</tr>
<tr>
<td>Total Operating Expenses</td>
<td>19731</td>
</tr>
</tbody>
</table>

**Taxes**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Taxes</td>
<td>24000</td>
</tr>
<tr>
<td>PA Income Tax</td>
<td>2076</td>
</tr>
<tr>
<td>Fed Unemployment</td>
<td>190</td>
</tr>
<tr>
<td>PA Unemployment</td>
<td>1311</td>
</tr>
<tr>
<td>PA Local Tex</td>
<td>1000</td>
</tr>
<tr>
<td>Total Tax Expenses</td>
<td>28577</td>
</tr>
</tbody>
</table>

**TOTAL EXPENSES** 232104
Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.
We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

[Signature]

Tames Pippard

Director, Exempt Organizations