COVID-19 Rapid Response
Mini-Grant Letter of Request

Date: April 10, 2020
Contact Information
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1. What geographic area is served? (If not all of Chester County, specify primary Chester County regions served)
Royer-Greaves School for the Blind’s campus is in Paoli, Chester County. We also own four adult residences, which are in Chester, Delaware and Montgomery Counties.

2. What population is served, what has been the impact of COVID-19, and how has your nonprofit responded?
Royer-Greaves serves children and adults, ages 4.5-65, who are visually impaired and also profoundly developmentally and/or physically disabled. Most of our clients’ families are economically disadvantaged. We offer three programs:

- Education Program: The Pennsylvania Department of Education has licensed Royer-Greaves as an Approved Private Academic School and as an Approved Private School for Special Education. This on-campus program complies with state and federal standards of education for an un-graded school curriculum. Individualized Education Plans (IEPs) are designed for each student and include instruction and training in specialized academics (including Braille/pre-Braille), activities of daily living, socialization skills, orientation and mobility, speech and language therapy, music therapy, physical education and aquatics, vocational skills development, occupational therapy, physical therapy, assistive technology, and psychological services.

- Adult Training Facility (ATF): Licensed by the Pennsylvania Department of Public Welfare this on-campus day program focuses on developing individual goals and objectives for each adult client’s Individualized Habilitation Plan (IHP). Goals are designed to help individuals develop maximum independence in activities of daily living, vocational skills, communication and socialization. Individuals over the age of 21 diagnosed with mental retardation are eligible for placement in the ATF. Both sighted and visually impaired individuals may participate.

- Adult Residential Program: Known as Community Living Arrangements (CLAs), this program allows our clients to live in a supportive learning environment 24 hours a day/365 days a year. We own, operate and staff four group homes in Chester, Delaware and Montgomery Counties. Individuals over the age of 21 diagnosed with mental retardation are eligible for this program. Both sighted and visually impaired individuals may participate. The program is licensed by the Pennsylvania Department of Public Welfare, and the objective is to maximize each client’s independence as defined by his/her Individualized Habilitation Plan (IHP). All these clients are also enrolled in our on-campus Adult Training Facility, where they participate fully in that program's offerings. We provide care and support around the clock for our clients.

Individuals enrolled in the ATF and our Adult Residential Program participate in activities such as music therapy, physical education, aquatics, vocational skills development, cooking, activities of daily living, communications...
development and field trips into the community, such as going to the movies, grocery shopping, and eating in a restaurant.

**Impact of COVID-19 and Royer-Greaves’ Response:**

- **Impact on School Program:** Since school closures in mid-March, our students are currently receiving on-line classes.

- **Impact on Adult Day Program (ATF):** Our adult day program also has been shuttered since mid-March due to the COVID-19 crisis. We are losing on average $3,620 each day the ATF is closed. We estimate our losses for March were $43,500. For April we anticipate a loss of $76,015.

- **Impact on Adult Residential Program (CLAs):** Since the advent of the COVID-19 crisis, we have been fortunate to be able to continue to employ the ATF (day program) staff by re-deploying them to our CLAs (group homes). Since our residential clients who attend the ATF are now confined to their houses, we were able to send ATF staff to the houses to cover Monday-Friday days, when the clients would normally attend the ATF day program. In addition, the ATF staff have also been able to cover other shifts in the residential group homes when we have been short staffed. We are in the process of analyzing our cash flow to determine how long we can continue to do this.

- **Impact on unemployment:** We were able to keep everyone on the payroll the first two weeks of the stay at home order (March 15-28). After that, we directed to apply for unemployment if their hours were reduced. Currently, six employees have filed (three are full time).

- **Impact on health and PPE supplies:** The population we serve is an especially vulnerable one. In addition to severe mental and/or physical disabilities, our adult clients have several health issues as well. It is imperative for their wellbeing and care, as well as the wellbeing of our staff, that we have ample PPE supplies. As it is for everyone else, procuring no touch thermometers, masks, face shields, gloves, gowns, sanitizer, disinfectants, and other critically vital PPE supplies has been extremely challenging. We have been able to procure some supplies thanks to the generosity of volunteer groups, for which we are extremely grateful. However, we still need more. And the longer this crisis lasts, the more supplies we will need.

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 funds to offset the collateral damage from closure and funds for supplies (or actual supplies!). The loss of revenue from the closure of our Adult Day Program (again, roughly $3,260 per day) will catch up to us in our budget quite soon. That will immediately and directly affect our ability to keep staff employed and eventually will impact our ability to pay for the critical health and PPE supplies to protect our clients and staff.

The funds will be put to immediate use in offsetting staff layoffs and in procuring much needed health and PPE supplies. Of course, we would be equally grateful for actual health, sanitation and PPE supplies for the clients and staff in our four group homes. These will also be put to immediate use.

Thank you for your consideration of our request.