CCCFC 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: 4/16/2020

Contact Information
Organization Name: West Chester Public Library
Address: 415 N. Church St., West Chester PA 19380
Phone: 610-696-1721
Website: wcpubliclibrary.org
FEIN: 23-1365982

ED/CEO Name: Victoria E. Dow
ED/CEO E-mail: vdo@ccls.org
Board Chair Name: Mary U. Brooks
Primary Contact Name: Clare Quinn
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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)
2. What population is served, what has been the impact of COVID-19, and how has your nonprofit responded?
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?

1. West Chester Public Library serves the Borough of West Chester and 6 townships: Birmingham, East Bradford, Pocopson, Thornbury, West Goshen, and Westtown.
2. West Chester Public Library serves 58,000 residents in its service area. Because of COVID-19, the library has been forced to close its doors to the public. It has responded to this necessity by increasing the acquisition of digital materials and revising its development plan and expectations for the year. Demand for digital materials is soaring as other means of accessing library materials have been suspended. These materials cost about 40% more per book than print, averaging $27 per title. E-magazines on the Flipster platform are even more expensive. The New Yorker, for example, costs the library $100 per annum in print but $600 for an e-subscription. Virtual programming to replace in-person programming and events is also expensive. Kahoot, a good platform for staff training and creating games for children and teens, is $300 a year. The cheapest option for BigMarker, which would allow the library to host virtual events like Literary Quizzo, is $79 a month, which one host and up to 100 attendees.

While materials expenses are higher, our income from our fundraising events and our appeals is imperiled. We estimate a reduction of $30,000-$60,000 in net income, depending on whether some or all of our fundraising events must be canceled.

3. We are seeking $50,000 to help make up for our revenue shortfalls. These is less than 1% of our operating budget and will be used for the materials and programming, virtual or in the library, depending on the timing for re-opening. The funds will used soon after they are received.

Please email grants@chescofc.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@chescofc.org.
Beth, Steph, Cierra or Kevin will answer you.