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)**

   CVC provides services to all of Chester County and anyone impacted by a crime that occurred in Chester County.

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

   CVC serves those victimized and impacted by crime in Chester County through our Direct Services program and students of all ages including university students, parents and adult community members through our Prevention and Education program. All of our services have been impacted by COVID-19 and all of our staff are currently working from home, almost all using their own personal laptops and cell phones.

   Typically, our Direct Service Team would be staffing our 24/7 hotline and responding in person to medical appointments, police interviews, court hearings and anywhere else needed. Our two hotlines continue to be answered 24/7 throughout this crisis and will continue to be answered all day every day by our trained staff and volunteers. As a result of the crisis all in person accompaniment has been suspend until further notice however, our advocates remain available via phone or video platform for anyone in need. We are also assisting to the Chester County DA’s Office, Juvenile Probation and Adult Probation as needed to address and respond to victims’ needs.

   Our Counseling Team would be providing in person sessions with clients in our office and in locations throughout Chester County as well as group sessions at the Chester County Prison and Gaudenzia. As a result of COVID-19 all of our counseling sessions are taking place over the phone and the group sessions have been temporarily suspended.

   Both the Direct Service Team and Counseling Team continue to accept new clients.

   Our Prevention and Education Team would be presenting every day in a Chester County School, University or community organization. All in person presentations have been suspended until further notice and the PE Team has been working to create virtual curriculum for as many of our current programs as possible. We have already presented our Stewards of Children training virtually to over 70 participants and can offer mandatory reporter training and our Respect at Work program virtually. We anticipate offering additional virtual programming all summer. Our PE Team has also created trainings for staff.

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 $5,000 in funding to provide our staff with the technology they need to increase their efficiency working from home. Our annual operating budget for FY19-20 is $2,138,990 and $5,000 represents .23% of our budget. As of May 26, 2020 when our Development Associate starts, CVC will have 34 staff members but only 7 staff members have CVC issued laptops, every other staff member is using their own personal device. Our payroll system and data entry system are cloud based so those using their personal devices have access to those two...
applications but don’t have access to any of the forms or documents on our shared drive that are needed on a regular basis. This grant would allow us to provide laptops to our 6 to 8 members of our Direct Services staff and provide remote access to their desktops to give them access to all of the information needed to provide services remotely. With the Chester County Court of Common Pleas resuming all hearings except jury trials on June 2nd, our direct services team will be out in the field first providing in person accompaniment to legal proceedings. We are requesting this grant so they will be ready to handle the in person hearings AND have the technology available to remain working from the safety of their own homes when not in court. We are also prioritizing locating additional funding to ensure the entire staff have what they need to effectively and efficiently work from home. For a number of reasons we do not anticipate that all staff would return to our office any time soon; most staff share offices with multiple people, our counselors share offices and cannot conduct phone sessions at the same time and our educators share offices and cannot conduct virtual presentations while in the same office. The large majority of our funding is restricted so receiving this grant to meet our remote technology needs is crucial and would have a huge and immediate impact on our service provision during the crisis. We would use the funds immediately and have the laptops either mailed directly to staff or transfigured by our IT provider and made available for staff pick up in a safe socially distant manner from our office.

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.