

GRANT PROPOSAL GUIDELINES

The Chester County Community Foundation connects people who care with causes that matter, so their philanthropy makes a difference now and forever.

- The Community Foundation is a collection of Funds: Field of Interest Funds & Donor Advised Funds.
- 99% of the grants issued by the Community Foundation are made possible through the generosity of the Fund Advisors who grant through their Donor Advised Funds.
- \$2.5+ million is granted annually to nonprofits in Chester County and beyond.
- All Community Foundation Funds accept this grant application form.

Proposals submitted by nonprofits are considered for 2 types of grants:

FIELD OF INTEREST & DONOR ADVISED FUNDS (No Deadline)

- ◇ Proposals received **any time throughout the year** are eligible for funding consideration from the Foundation's Field of Interest Funds & Donor Advised Funds.
- ◇ Grant **awards** typically range from **\$500 - \$7,500**.
- ◇ Grant decisions are made **intermittently** throughout the year, as Fund Advisors desire.
- ◇ Proposals are **electronically shared** with Fund Advisors to assist them in making grant decisions.
- ◇ **General operating** grants are encouraged. Nonprofits should be specific about their mission, goals, and measurable outcomes.
- ◇ Grants **focus on Chester County** causes and issues, but **are not limited** to Chester County.
- ◇ Grants may be made to charitable nonprofits working in **all fields of interest** including arts, culture and humanities; education; community improvement; environment; religion; health; and human services.

FUND FOR CHESTER COUNTY CAPACITY BUILDING GRANTS (Due 9/15)

- ◇ The goal of the Community Foundation's capacity building grantmaking is to **strengthen the effectiveness of nonprofit organizations serving the Chester County region**.
- ◇ Capacity building proposals received annually by **September 15** are eligible for this grant program.
- ◇ Capacity building projects should strengthen a nonprofit, in areas including:
 - Mission, Vision & Strategy
 - Governance & Leadership
 - Strategic Relationships
 - Operations and Technology
 - Fundraising & Development
- ◇ Grant **awards** typically range from **\$500-\$5,000**.
- ◇ NPO's with budgets \$ 750,000 or less preferred
- ◇ Grant monies are distributed by **February**.
- ◇ Nonprofits must be **located in and serve Chester County** to receive a grant from this grant program.

- A proposal is considered "complete" when the Chester County Community Foundation has confirmed receipt of the **Grant Proposal Summary Sheet, Narrative** and **Attachments**.
- Proposals are shared electronically online with Fund Advisors, Donors, and the Grants Committee.
- The electronic form is available at www.chescocf.org.
- Per IRS regulations, applicants must be charitable, tax exempt organizations with 501(c)(3) certification and cannot be individuals
- **E-mail proposals to grants@chescocf.org**. Receipt will be confirmed by e-mail.
- Please contact Grants Administrator Kevin Baffa at (610) 696-8211 grants@chescocf.org with questions.

I. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL SUMMARY SHEET

One page only. (OK to go over 1 page pre Kevin Baffa) This page will be shared electronically with Grant Committee Members & Fund Advisors.

Note: If Philanthropy Network of Greater Philadelphia's Common Grant Application is used, the Community Foundation's Summary Sheet **MUST** accompany application.

To obtain an electronic version of this application, visit www.chescocf.org

Date April 21, 2020

Contact Information

Organization Name: Friends of Everhart Park
Address: P.O. Box 3572, West Chester, PA 19380
Phone: 610-436-5191
Website: www.Friendsofeverhartpark.com
Year Incorporated: 2019

Executive Director Manager: Susan Frens
friendsofeverhartpark@gmail.com
Board of Directors Chair Name: none
Primary Contact Name: Susan Frens
Primary Contact E-mail:
friendsofeverhartpak@gmail.com

FEIN: 83-2127074

Has your nonprofit ever applied to the Community Foundation? Yes ___ No Not Sure ___
Has your nonprofit ever received funding from the Community Foundation? Yes ___ No Not Sure ___
___ Donor Advised Fund(s) ___ Fund for Chester County ___ Don't know/Not sure

Field/s of Interest:

Arts, Culture & Humanities Environment/Animal Welfare ___ Education
 Health ___ Human Services ___ Religion

Organization Information:

Geographic Area Served (If not all of Chester County, specify primary Chester County regions served): Borough of West Chester, East Bradford Township, West Goshen Township, West Chester University

Describe Population Served and Annual Number of People Served: Everhart park is located at the western border of West Chester within economically and racially diverse neighborhoods. This request is for new playground equipment that will provide an inclusive, ADA accessible playground for the entire West Chester Borough and surrounding Townships. Those who will benefit from the rehabilitated playground include (i) children and families among the 20,000 residents of West Chester Borough and those from neighboring townships especially children and family members with special needs and disabilities; (ii) local schools that use the park (Hillsdale Elementary School, St. Agnes Elementary School, The Bucket School Preschool, Little Faces Childcare Center, and Sankofa Academy Charter School); (iii) West Chester University; and (iv) the thousands of visitors who attend the Borough's Recreation Department events including the annual Easter Egg Hunt, May Day and Turk's Head Music Festival, as well as the Opioid Awareness Race in the park and various other park events.

Mission: The Friends of Everhart Park's mission: To protect and restore the buildings and natural beauty of Everhart Park and to encourage it's use by the surrounding neighborhoods.

Proposal Summary:

Everhart Park is a 10.2-acre community park located in the southwest quadrant of the Borough of West Chester. Originally named Everhart Grove, the passive recreational park retains its lush, wooded character, with the centerpiece of the park being a wet meadow and the north branch of Black Horse Run, a spring-fed tributary of Brandywine Creek. The park is one of two heritage parks in the Borough, and preserved are the rustic gazebo/bridge, Children's Summer House, and footbridge. Within this context of towering trees, stream, and historic structures are two active recreational areas - a children's playground and a basketball court.

The current playground equipment is old, unsafe and is not ADA-compliant. The current space and equipment were not designed to meet the goals of universal design and accessibility for all and none of the existing equipment is accessible to children with differing abilities. The playground currently has two play areas serving different age groups (2-5 year-old and 5-12 year-old) which are too far apart for safe, simultaneous monitoring by caregivers. Although natural features abound in the park, there is no dedicated space or structures for natural play. The playground is greatly under-utilized with residents who live within walking distance of the park, driving to different locations to find more appropriate, accessible equipment for their children to play on. Families in our community need play spaces and equipment for all children, 2-12 years old, to play together in an exciting, inclusive and imagination-stimulating environment.

A new "Playground at Everhart Park" has been designed with the collaboration of students at Hillsdale Elementary, the West Chester community, and award-winning playground designers Play by Design. Friends of Everhart Park and Play by Design lead a Community Design Day in January, 2020 at Hillsdale Elementary. The result was the creation of a one of a kind playground design that is imaginative, inclusive, accessible, adventurous and fun. The resulting Schematic Design (see attached Schematic Design Exhibit B) was prepared by Play by Design and has been fully embraced by the community, the FOEP, the Hillsdale Elementary PTO, and the Borough Council of West Chester. It also has the support of Mayor Herrin, State Rep Carolyn Comitta, US Rep Chrissy Houlahan and PA Senator Andy Dinniman, among others.

The main structure of the playground is a custom built 2-story treehouse with climbing structures, a fire pole, tunnels, bridges and a scavenger hunt feature. The main treehouse has a wheelchair accessible ramp and two transfer stations that provide access to all 6 slides including a swirly vortex slide, a bumpy slide, a fast slide, a turn slide, and 2 racing slides. Adjacent to the main tree house structure is a climbing forest that leads to a strength building obstacle course. This course includes monkey bars of several levels, with low monkey bars that are wheelchair accessible, a challenge bridge, and hanging rings. This challenge course was requested specifically by the children who will use the park, who are big fans of ninja warrior and look forward to enjoying their own course in the park.

The rest of the playground equipment featured in the design will be purchased from manufacturers and include a wheelchair accessible Merry-Go-Round, a family/team swing, new ADA-accessible swing seats, a rocking pirate ship, a see saw, and a zip line.

In addition to the play structures, the construction of this playground will allow the opportunity for additional, much needed park improvements. The pathway to the existing playground location is not currently ADA compliant or wheelchair accessible. Our new design will be more inclusive and will feature a new ADA compliant pathway to the playground from the handicapped accessible parking spaces off

Recreation Department Summer Camp; planted over 200 trees in the park; established and maintain 5 entrance gardens, including a children's pollinator garden; planted daffodils on the stream bank and in the entrance gardens; and more. In March we had hoped to install, with volunteer efforts, a labyrinth in the SW corner of the park. This has been temporarily postponed due to the Covid-19 crisis. We are working with the Borough to install a rain garden in the location of the old 2-5 yr. old playground to correct poor drainage into Black Horse Run . We also continue to hold volunteer spring and fall clean-ups in the park.

- Distinctiveness: We are a grass roots neighborhood organization made up of people all ages. A volunteer- family membership is \$20.00 and a guilt-free membership is \$50.00, so taking part in our activities is very affordable. The guilt-free membership enables people who have limited time or physical activity to contribute and be part of the park community. As a 501c(3) we are an unincorporated association and use the consensus method for our decision making process. The FOEP actively looks for ways to improve all aspects of Everhart Park, as can be seen by the diversity of our Key Achievements.
- FOEP maintains a website (www.friendsofeverhartpark.com) and recently produced a fundraising video for the new playground (<https://vimeo.com/393341085>). Our volunteer board is vibrant and has diverse talents to support the playground project.

2. Funding request

• Description of key initiatives:

- To provide partial funding for a re-designed playground in a public park (Everhart Park) that will replace old and dangerous equipment and provide a safe, innovative, fully inclusive, accessible play space to serve the needs of all children and families in our community.
 - The playground project is a grass-roots initiative that grew out of a survey of FOEP community members seeking ideas to improve Everhart Park and its services. Thus, the new playground has broad community support and will be well-used.
 - A notable feature of this project is the hiring of Play by Design, a community program and design service company (<http://pbdplaygrounds.com/>). Play by Design designs play structures and surfacing that meet national and international standards for safety and accessibility. The FOEP committed funds (\$3,000) to hire Play by Design to create a one of a kind design during our Design Day at Hillsdale Elementary. This demonstrates our commitment to a new playground designed by and for the community that will serve the needs of all our children.
 - The estimate for the project developed by Play By Design is \$413,025. The Borough of West Chester is allocating \$130,000 from its annual budget to the playground project. The Borough and the Friends of Everhart Park jointly prepared a grant request to Chester County and the Borough received an additional \$90,000 for the project. Thus, the project has the support of local government and county. The Friends of Everhart Park is allocating \$10,000.
- ### • Specific needs and issues to be addressed:
- We feel that some of the existing play equipment is unsafe. For example, there are steps and elevated platforms without guardrails and a slide that is too tall with a large bump in the middle. The new equipment will meet or exceed current safety standards.
 - Currently there are two play areas with equipment for different age groups (2-5 and 5-12-year olds). These areas are too far apart from each other for caregivers to safely monitor children of different ages at the same time. The proposed playground will combine two separate play areas into one area.
 - The current space and equipment were not designed to meet goals of universal design, accessibility for all, and to promote educational and creative play. The existing equipment is not accessible to children with differing abilities. The proposed playground provides opportunities for

inclusive play by incorporating the ADA-compliant elements throughout the design: the Treehouse has a wheelchair accessible ramp with two transfer stations that provide access to all six slides. Adjacent to the treehouse is a climbing course with high and low monkey bars that are also wheelchair accessible. New equipment includes a wheelchair accessible merry-go-round, a family/team swing, a rocking pirate ship, see saw and a zip line. Special rubber surfacing will be provided to facilitate access to these elements. Several new elements promote imaginative play. The planned Nature Play Space uses natural materials and structures, such as teepees, for children to create their own activities.

- A new accessible pathway will be provided by the Borough to connect the playground to handicapped accessible parking off Bradford Avenue.
- Finally, the equipment is simply old and under-utilized, even though Everhart Park is one of the most heavily-used park in the Borough of West Chester. Most children walk with their families to the park, so travelling to other, better equipped parks is not an option. Our goal is to make sure that Everhart Park will finally have great play opportunities to offer the public throughout the Borough and neighboring Townships.

- **Why it is important to fund this now:**

- There is an urgent need to re-configure the playground space and replace the dangerous, outdated equipment for safety and accessibility. None of the existing equipment is accessible to children with differing abilities. There is an opportunity to significantly improve the physical, emotional, and mental health and development of all children in our community through the re-design and installation of the new play area, including the Nature Play Space.

- **How impact and results will be demonstrated**

- Prior to the Design Day at Hillsdale School, FOEP conducted an online survey to receive comments, opinions and suggestions regarding the Everhart Playground. A frequent response was to relocate the 2-5 and 5-12 yr. old playgrounds closer together. Many reported that the children did not find the current equipment engaging and drove to Marshall Square Park to play. We delivered all results from the community survey to the playground designer and the most popular requests were included in the design. FOEP could produce another survey to see how the results change after the playground is complete.

3. Conclusion:

With the Covid-19 related Stay at Home orders, parks have been more important than ever before and truly have become the hub of their communities. Everhart Park and other parks have been and continue to be places of refuge, fellowship, friendship, kindness, generosity, creativity and reflection. The ability to get out and see a friendly face and offer smile, a wave, a “hello” all while still practicing social distancing has been and continues to be a true boost to mental, emotional and physical well-being.

The new playground design has generated a lot of positive energy throughout the community and is something that everybody is excited about. We understand the cost of the total project is significant and we are also well aware that there are many competing interests for limited funds especially given the economic effects of Covid 19. As a result of this, we recognize that our original ambitious plans to have everything done by year end will not be realized, but with your help and the help of other funding sources, we really hope we can have Phase 1 (comprised of the of the treehouse and its related elements) of the FULLY INCLUSIVE ACCESSIBLE playground built by year-end 2020. We believe it would be a big “win” for and have a meaningful impact on our community to have successfully rehabilitated the playground so that it can be utilized by those with special needs and differing abilities. This “win” will help keep the positive energy

flowing throughout our community. Accordingly, we respectfully request your help in making Phase 1 of this new inclusive, accessible playground a reality. We truly appreciate your consideration and are happy to answer any questions you may have. We wish you all well and we thank you for all that you do for our community!

With highest regards, Your Friends at Everhart Park

For capacity building grant proposals: NA

III. ATTACHMENTS

E-mail or mail this support information

1. Copy of 501 (c) (3) federal tax-exempt letter
2. List of Board of Directors, with their affiliations
3. Most recent annual report and financial statement, audited if available
4. Itemized organizational operating budget with actual results for prior fiscal year and current fiscal year to date
5. If capacity building initiative, itemized budget (including external consultant's proposal, if applicable)
6. Current strategic plan. If your nonprofit does not have a current strategic plan, explain why.
7. Schematic Design for the Playground at Everhart Park, plan and elevation.

If Philanthropy Network of Greater Philadelphia's Common Grant Application is used, the Community Foundation's Summary Sheet MUST accompany application. Available at www.chescocf.org

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Chester County
COMMUNITY FOUNDATION
*Connecting people who care with causes that matter,
so their legacies make a difference.*