CCCF 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.
COVID-19 Rapid Response
Mini-Grant Letter of Request

Date: September 24, 2020

Contact Information
Organization Name: Phoenixville Area Senior Center
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In a few brief paragraphs, please explain:

1. What geographic area is served? The Phoenixville Area Senior Center serves northern Chester County – Phoenixville, Spring City and the surrounding townships from Collegeville in Montgomery County in the north to Chester Springs, from Pottstown in the west to King of Prussia in the east.

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

   The center serves seniors 60 and over, the population most vulnerable to the COVID-19 virus. Historically the center provides food service (breakfast, lunch and food donations) to approximately 350 seniors. That number increased to 625 seniors since the crisis began. Volunteers and staff provide food via drive thru and delivery. We coordinated the delivery of 12,000 FEMA meals to our participants and 325 residents of 5 local affordable housing complexes in April. The center closed its facility to protect its participants but continues to provide nutrition, information services and emotional support. The center added an additional day of breakfast increasing from 4 to 5 days a week - now serving a grab and go breakfast sack including a protein, fruit and starch entirely funded by the center. The center is also distributing state funded 5 frozen lunches a week, as well as Chester County Food Bank produce to our participants. The center has seen exponential growth of the program in the first week. The first day we passed out meals to 5 people, by the end of the first week we served 30. By the middle of September, we provide a weekly distribution for a 180. To encourage seniors to stay at home, we started Operation French Toast to provide milk, bread and eggs to our participants and the residents of the senior affordable housing. The center has distributed over 3600 Operation French Toast bags with milk, bread and eggs since May.

   Nutritional needs are not the only concerns our seniors are experiencing. The center is coordinating 30 trusted volunteers who are personally phoning the 200 center participants who live alone. They are ensuring the health of the seniors, addressing isolation (which can be as detrimental as smoking a pack of cigarettes a day.) They are also asking about unmet needs and reporting to a staff coordinator. An exercise instructor tapes 3 classes a week which are shared on the internet as well our local access cable television channels to reach those without internet access. Classes air at their normally scheduled time. One resident told us that the classes give her a reason to get out of bed in the morning. ZOOM meetings are held several times a week; travel, musical, movies and art classes continue. Tuesday morning coffee hour is the favorite. The center’s APPRISE counselor is helping with Medicare and prescription issues. In September we held a drive thru flu shot clinic.

   September is National Senior Center Month and one highlight is our annual “Over 90” Celebration. We hosted it as a drive in this year with music and a speaker. Many things have been cancelled this year but this occasion absolutely could not be. Our most vulnerable and beloved went home with a cupcake and the knowledge they are not forgotten and definitely not disposable.

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?
The center is requesting $5000. This is 1.25% of our general operating budget ($400,693). Part of this will be used to cover additional expenses. The Center added a robo call service at a cost of $190/month. We originally expected to need this service for 2 to 3 months and it is now a resource we could not live without. Increased volume and the expense of prepackaged foods has increased the cost of breakfast by $600/month. The cost of Operation French Toast is $1800/month. These additional expenses total $2590/month.

Loss of revenue - Due to the COVID-19 virus, the Center has had to find new funding for over 20% ($84,000) of its normal annual income that would normally come from fundraisers and activity fees.

Normal center expenses are $1700/day. With cost reductions (eliminating direct costs for cancelled programming, reducing heating and lighting costs) and staff (two staff laid off and one reduced hours), daily expense are still $1250/day. Guaranteed income is $600/day. The Center has received tremendous support from the community but the building needs a number of modifications to improve safety in a post COVID environment. (Update restroom fixtures, replace aging windows with ones that can be opened for improved air quality, extra cleaning equipment and PPE.)

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