



**Chester County Nonprofit  
Innovation & Resiliency Fund  
Grant Request Form**

**Contact Information**

Nonprofit Org Name: Chester County Historical Society	ED/CEO Name: Conor Hepp
Address: 225 N High Street	ED/CEO E-mail: chepp@chestercohistorical.org
City, State Zip: West Chester Pa 19380	Board Chair Name: James C. Sargent, Jr.
Phone: 610-692-4800	Grant Proposal Contact Name: Allison Snavelly
Website: Chestercohistorical.org	Grant Proposal Contact E-mail: asnavelly@chestercohistorical.org
EIN: 23-1371942	Grant \$ Amount Requested: \$50,000
Year Founded: 1893	

*In filing this application, the nonprofit certifies that it complies with all federal, state & local laws, including taxation; complies with current public health guidelines; and complies with coronavirus pandemic phased reopening restrictions.*

Agreed by: Conor Hepp	Date: 10/27/2020
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**Nonprofit Field/s of Interest**

<input checked="" type="checkbox"/> Arts, Culture & Historic Preservation	<input type="checkbox"/> Education	<input type="checkbox"/> Health
<input type="checkbox"/> Community Development	<input type="checkbox"/> Environment & Animal Welfare	<input type="checkbox"/> Human Services

Figures	Current	PRE-COVID (as of 1/1/20)
Annual Operating Budget	\$1,400,000.00	\$ 1,681,400.00
Full-Time Equivalent Paid Staff	7	7
# Board Volunteers	20	20
# Committee Volunteers	26	26
# Active Direct Service Volunteers	24	202
Annual Volunteer Hours	3,114	8,280

**Funding:** Please indicate if your nonprofit has received funding from any of these regional sources over the past few years. We will invite them to review this funding request.

<input checked="" type="checkbox"/> ChesCo Comm Fdn	<input type="checkbox"/> Brandywine Health Fdtn	<input type="checkbox"/> United Way ChesCo	<input type="checkbox"/> ChesCo Dept Comm Devel
<input type="checkbox"/> ChesCo Fund/W&Girls	<input type="checkbox"/> Phoenixville Comm Health Fdtn	<input type="checkbox"/> United Way S ChesCo	<input type="checkbox"/> ChesCo Dept Health
Other significant funders: County of Chester, Quaker City Foundation, Bentley Foundation, S & T Bank, Stewart Huston Trust, Knauer Charitable Remainder Unitrust			<input type="checkbox"/> ChesCo Dept Human Svcs

No	Yes	Federal Single Audit
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Is your nonprofit subject to a federal single audit (formerly known as the OMB Circular A-133 audit)?
<input type="checkbox"/>	<input type="checkbox"/>	If yes, did your nonprofit's most recent federal single audit disclose any issues?
<input type="checkbox"/>	<input type="checkbox"/>	If yes, have these issues been adequately addressed?

**Narrative:** In a few concise paragraphs, please explain:

1. **Mission**

The mission of the Chester County Historical Society (CCHS) is to inspire, inform and build community identity by preserving and sharing the remarkable story of Chester County and its people. We are the stewards of over 300 years of collective Chester County memory. We fulfill our mission through our vast collections including museum objects, manuscripts, and our photo archives. We engage and support our community through museum exhibits, a robust research library and dynamic educational programming.

2. **What geographic area is served? (If not all of Chester County, specify primary Chester County regions served)**  
We serve all of Chester County as the official History Center for the County.
3. **What population is served? How have your service numbers been impacted by COVID?**  
We serve a diverse population throughout Chester County. Our onsite visitation includes underserved communities with 30% of our students eligible for free or reduced-price meals.  
Our service numbers have been negatively impacted by Covid. Our annual onsite visitation in 2019 was roughly 24,500. Onsite visitation year to date in 2020 is 3,500. We have seen a decrease in onsite visitation YTD (2019 Jan – Oct vs 2020 Jan – Oct) by -17,966 visitors.
4. **What has been the impact of COVID-19, and how has your nonprofit responded?**  
COVID has had a massive and rippling impact on our revenue streams and operations. Since March 16th of 2020, we have had no general visitors, no group visits, and no rentals. We cancelled three major fundraising events budgeted to net \$300,000. The 38<sup>th</sup> annual Chester County Antiques and Art Show was cancelled March 13<sup>th</sup> one day before it was scheduled to open. We incurred significant upfront event expenses with no revenue. Our insurance provider denied our claim during this unprecedented time. We were forced to close our building in the midst of a large scale construction project.  
The staff at CCHS shifted to working remotely in March, all of them using personal laptops and meeting virtually through Zoom. The National History Day (NHD) competition, scheduled for March 21<sup>st</sup>-22<sup>nd</sup> was at risk of cancelation, but our NHD coordinator pivoted quickly to host the first, all-virtual competition to ensure that we did not disappoint the 200 students served by this dynamic and enriching event. Staff quickly reshaped and reimagined programming moving to all-virtual services; book discussions, “pay-as-you-wish” lectures, learning with Lindsey, educational portals for teachers and even a summer camp. We developed “History in a Box” allowing K-12 children to take home boxes containing items and primary documents that they can use in virtual programming when learning about the American Revolution. Following all CDC guidelines physical programs, such as walking tours, have been developed to help provide opportunities to engage visitors outside of our building. We completed the museum project, completely transforming our second and first floor galleries. This new installation tells Chester County History in bold, relevant and dramatic new ways. CCHS could not afford to retreat from this vision and what it means to everyone in this county.
5. **What would this funding be used for? How does this demonstrate innovation and resiliency in dealing with COVID impacts? What would be the community impact of this anticipated funding? Why is it important to fund this now?**  
Funding will be used to meeting cleaning and safety protocols needed as we open our doors to the public. Additionally, this funding would allow us to improve the quality of our online productions and increase accessibility. CCHS would be able to share the content and engage with a wider audience and underserved community members.  
Innovation in online content means producing and reshaping programming to meet a broad variety of audiences in their interests and varied learning styles. Changing to remote programming, then pivoting to a hybrid of in-person and online community engagement demonstrates the continued resilience of the staff of CCHS.  
This funding is important now because of the isolation that many community members are experiencing. We are looking for ways to share our programming with schools, senior centers and assisted living facilities. The Chester County History Society has served as a community anchor for over a century and connects historic sites across the county. Sharing the turbulent stories and how people successfully navigated adversity in the past can offer comfort to ease the uncertainty of our current times.
6. **How much funding is sought? How does this compare to your annual operating budget and this years’ projected deficit? What is the expected timeframe for use of funds?**

We are seeking the maximum amount of \$50,000. We are currently projecting a budget deficit of \$442,358.00 this year. The cost of doing business as increased and revenue has decreased as we navigate the global health and economic crisis. The expected time line for the use of funds would be one year.