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

Contact Information

Nonprofit Org Name: Parish Hall Kitchen	ED/CEO Name: Rev. Paul S. Hunt
Address: 212 S. High Street	ED/CEO E-mail: rector@holyltrinitywc.com
City, State Zip: West Chester, PA 19382	Board Chair Name: Rev. Paul S. Hunt
Phone: (610) 696-4640	Grant Proposal Contact Name: Heather Robino
Website: www.trinitycatering.org	Grant Proposal Contact E-mail: hmrobino@gmail.com
EIN: 82-3394990	Grant \$ Amount Requested: \$6,000
Year Founded: 2017	

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: Heather Robino	Date: 10/21/20
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Nonprofit Field/s of Interest

<input 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 checked="" type="checkbox"/> Human Services

Figures	Current	PRE-COVID (as of 1/1/20)
Annual Operating Budget	\$64,450	\$ 40,000
Full-Time Equivalent Paid Staff	0.34	0.5
# Board Volunteers	9	9
# Committee Volunteers	0	40
# Active Direct Service Volunteers	5	10
Annual Volunteer Hours	900	1,800

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:			<input type="checkbox"/> ChesCo Dept Human Svcs

Narrative: In a few concise paragraphs, please explain:

Mission To feed our neighbors, empower their lives and nourish our community

What geographic area is served? (If not all of Chester County, specify primary Chester County regions served)

Chester County, but primarily the greater West Chester area

What population is served? Low-income, under-resourced individuals and families

What has been the impact of COVID-19, and how has your nonprofit responded?

As of March 2020, we had to shift our dine-in, family style FNS program to curbside pick-up to ensure safety. We also had to suspend our more recent culinary job training program, Trinity Restaurant Training, as well as Trinity Catering, our for-profit enterprise that provides both additional hands-on training and a funding stream for PHK. Having to take those actions was not only a programmatic loss, but also a loss of revenue. Furthermore, our biggest annual

fundraiser, normally held in the spring, had to be cancelled, leaving us with a significant loss of income in the face of a heightened need to help our community.

In order to continue serving our neighbors and meet intensifying food needs during these challenging months, the PHK Board reimagined our programming and quickly pivoted in ways that were innovative and now, six months later, are proving to be resilient to the current needs for the persons we serve:

- We refocused existing resources to partner with ACT in Faith of Greater West Chester (AiF) , whose Community Cupboard was experiencing an extraordinary spike in utilization and a need for more than the non-perishable food and personal items they typically provide. PHK began purchasing eggs, produce and fresh meat that could be portioned and frozen for distribution by AiF to its Cupboard shoppers. During the peak of the pandemic, March through July, this partnership provided groceries for 311 unduplicated households (in all of 2019 they served 392), the vast majority of which have experienced COVID life disruptions.
- In addition, we have begun to supply freshly prepared meals to the community via our newest program, **Parish Hall Kitchen To Go**. Managed by Chef Tom Pizzica, a professional chef and caterer whose own business has suffered under recent economic conditions, PHK To Go provides healthy family style meals to AiF Community Cupboard shoppers. These easy to reheat meals are enabling us to reach even more people in need throughout each week, particularly single parents working multiple jobs, low-income seniors, and single individuals who can't cook for themselves.

How have your service numbers been impacted by COVID?

PHK To Go prepares, on average, 90 ready-to-heat-and-eat meals each week. These meals are distributed through the ACT in Faith Community Cupboard. While we are now producing far more meals per week, our FNS numbers are a bit lower than pre-COVID. Many are getting meals thru PHK To Go earlier in the week. Pre-COVID FNS served an average of 55 meals per week; now between the two programs we are producing over 100 meals per week and feeding, on average, 100 adults and 55 children per week.

What would this funding be used for? What would be the community impact of this anticipated funding?

Recent experience has taught us that the cost of food and supplies for the prepared meals, combined with the salary of our chef – hired specifically to launch this new COVID relief program – totals approximately \$350/week. The requested funding would enable us to continue providing meals, ensuring that our neighbors in need will be able to rely on them through the winter months. If current trends continue and we prepare 100 meals per week for PHK To Go at a cost of \$3.33/meal, we could provide approximately 1,800 meals to both individuals and families during the crucial months of November to February. Feedback we have received from recipients of the meals – which is illustrated in the attached survey results -- demonstrates how vital these meals are, particularly to low-income families whose working parents are looking for healthy options for their children, and to disabled or shut-in seniors who are unable to get to other food banks or meal programs.

How does this demonstrate innovation and resiliency in dealing with COVID impacts? Why is it important to fund this now?

When the pandemic hit, it only served to exacerbate the food insecurity challenges PHK was already striving to meet. Despite the cancellation of our fundraiser and the need to suddenly suspend the job training program that was just getting off the ground, we couldn't abandon our core mission, which was even more imperative than before. Like our neighbors in the restaurant industry, we figured out a new way to safely prepare and distribute our Friday Night Supper within the COVID safety guidelines. We also seized the opportunity to maximize our food resources and meet an identified need in the community through the preparation of extra meals each week that extended beyond our FNS regulars. Given the continued uncertainty of how the economy will rebound and, even more immediately, how public health will survive the winter, the availability and convenience of our nutritious PHK To Go meals will be welcome relief

to many who are still struggling.

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?

Parish Hall Kitchen is requesting \$6,000 to cover the costs of our PHK To Go program. This figure represents roughly 10% of our overall annual FY20-21 budget and 20% of our current fundraising deficit (estimated at approximately \$30,000, based on 2019). These funds would be used immediately.

We are also planning some virtual fundraising events, the first of which will take place on Oct 23, 2020. This event and other donor engagement strategies being explored are intended to help restore the revenue lost from our cancelled fundraiser, and to help keep both PHK to Go and Friday Night Supper going without interruption.