

The Chester County Nonprofit Innovation & Resiliency Fund

Administered by the Chester County Community Foundation

In cooperation with regional funders, donors, united funds and County government departments

Recognizing the importance of the nonprofit sector to the high quality of life throughout Chester County, the Chester County Commissioners have allocated \$3.5M to help nonprofits recover with innovation and resiliency. This funding is from the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act.

Per the CARES Act, grants must cover unforeseen financial needs and risks created by the COVID-19 public health emergency. **This includes grants to implement and publicize the safe resumption of programs and services.** The Community Foundation seeks proposals to support innovative, resilient COVID recovery needs, such as:

- Program and service redesign, in light of social distancing and public safety requirements
- Innovative technology to support virtual, mobile and/or pop-up programs and services
- Redesigned and reconceived marketing, fundraising and special events
- Strategic planning pivoting, refinement and revisions in light of COVID-19
- Partnership, merger, consolidation and/or acquisition activities due to COVID-19 impacts
- Infrastructure improvements due to COVID, including plexiglass dividers, technology upgrades, etc.
- Higher operating costs related to cleaning and social distancing requirements
- Other one-time or increased expenses incurred related to COVID-19.

This is a competitive, time-sensitive grants process. **Grant decisions will be made weekly, on an ongoing basis.** **Only electronic grant applications** are accepted by e-mail. No paper applications are accepted.

Eligibility

- Nonprofit 501 (c) (3) organization formed and active in 2017 or earlier
- Nonprofit must be located and providing services in Chester County

Priority Preference for Grant Funding

- Nonprofits that provide clear evidence of how they aim to/are reshaping their programs, services, administration, marketing and fundraising, to safely provide services and thrive in light of COVID impacts
- Nonprofits with substantial costs to comply with COVID public health requirements
- Nonprofits that serve a diverse constituency, and are governed and managed by diverse leadership

Ineligible Entities

- Nonprofits NOT located in Chester County, PA
- Nonprofits NOT delivering services in Chester County
- Nonprofits that did NOT experience revenue loss due to the coronavirus pandemic and/or nonprofits that have no additional costs associated with the coronavirus pandemic
- Nonprofits that were NOT operational as of December 30, 2017
- Government or government-owned or controlled entities
- Churches or religious organizations with respect to their primarily religious activities and/or their activities which limit participation to members of the church or religious organization. Religious entities with social & human service outreach programs must provide 501 (c) (3).
- For-profit businesses
- Private clubs/organizations that limit membership for reasons other than capacity
- Nonprofits primarily engaged in lobbying or political activities
- Nonprofits NOT compliant with all federal, state, & local laws, including taxation
- Nonprofits NOT compliant with current public health guidelines, including coronavirus pandemic phased reopening restrictions ###





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

Contact Information

Nonprofit Org Name: Easttown Library Foundation	ED/CEO Name: Alan J. Silverman, Library Director
Address: 720 First Avenue	ED/CEO E-mail: asilverman@ccls.org
City, State Zip: Berwyn, PA 19312	Board Chair Name: Dennis P. Leeper
Phone: (610) 644-0138	Grant Proposal Contact Name: Nancy Kang Rosin
Website: www.easttownlibrary.org	Grant Proposal Contact E-mail: nrosin@ccls.org
EIN: 23-2835534	Grant \$ Amount Requested: \$5,000.00
Year Founded: 1996	

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:	Date:
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Nonprofit Field/s of Interest

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

Figures for the Easttown Library*	Current	PRE-COVID (as of 1/1/20)
Annual Operating Budget	\$1,013,971	\$ 1,098,680
Full-Time Equivalent Paid Staff	13.3	17.1
# Board Volunteers	7	7
# Committee Volunteers	-	-
# Active Direct Service Volunteers	217 (YTD 2020)	1,829 (total for 2019)
Annual Volunteer Hours	220	260

***Figures in the table are for the Easttown Library. The Easttown Library Foundation currently has an Annual Operating Budget of \$96,375. This is reduced from pre-COVID budget of \$126,975. The Foundation has 10 Board Volunteers. The Annual Volunteer Hours for the Foundation are 300 compared to 360 pre-COVID.**

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

Narrative: In a few concise paragraphs, please explain:

1. Mission

The Easttown Library Foundation was established in 1996 as a separate and independent 501(c)(3) organization. Its sole mission is to support the Eastttown Library by raising funds through its Annual Fund for the library's operating budget, assist with grant funding, and growing the Endowment Fund to ensure the library's long-term financial stability.

The Easttown Library is a medium-sized municipal public library in Berwyn, Pennsylvania. The library is one of 16 independent member public libraries and two branches in the Chester County Library System (“CCLS”). Its mission is to provide reading and learning opportunities while supporting economic and cultural engagement for our community in a manner that supports evolving needs.

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

Chester County

3. What population is served? How have your service numbers been impacted by COVID?

Easttown Library primarily serves Easttown Township in Chester County and, together with the Tredyffrin Public Libraries, serves the Tredyffrin/Easttown School District too. However, as a member of the CCLS, Easttown Library also serves public library users throughout Chester County. This is possible due to the shared CCLS catalog and van delivery service for inter-library borrowing, and through the shared e-materials platform OverDrive/Libby. Easttown Library’s physical collection and its purchases of e-books and e-audiobooks are easily available to anyone with a library card from a CCLS member library. The library serves all members of the community equally without regard to age, race, socio-economic status, or sexual orientation.

Due to the wide range of services Easttown Library normally offers, COVID-19 has significantly impacted its service numbers. The library has had to reduce its hours of operation from 65 to 48.5 hours/week. A number of the library’s services have been suspended due to health and safety concerns. Other services have decreased due to a wide variety of factors. The only library service that has benefited is the e-resources which can be accessed remotely 24/7.

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

Easttown Library is a dynamic community center, providing invaluable resources and engaging programs. Prior to COVID-19, the library offered numerous convenient services including computer access, free Wi-Fi, study and reading spaces, meeting rooms, passport application acceptance, test proctoring, notary public, fax and copiers, museum passes to 10 regional attractions, 5 hotspots for borrowing, and visits to homebound library users. As of mid-June, the library offered a contactless pickup service, and by mid-July resumed in-person browsing and borrowing and scheduled computer access. Even with the resumption of in-library access, contactless pickup of materials is still available.

When the library closed its doors to the public in response to COVID-19 restrictions on March 13th, it quickly shifted to providing an array of online programs using YouTube and Zoom. The library also offered a variety of activities on the library’s social media pages. Due to ongoing health and safety concerns, the library continues to only offer virtual programs and activities for people of all ages, including chair yoga twice a week, literacy classes, family trivia nights, tween/teen STEAM and MakerSpace events, four monthly book clubs, and weekly conversational ESL classes.

The library also focused on expanding the only 24/7 source of books and audiobooks for its library users during the pandemic – the shared CCLS OverDrive/Libby digital collection. The library accelerated its expenditure of its budget for OverDrive/Libby materials to expand the selection of titles and availability of copies for popular titles. OverDrive use by Easttown Library cardholders grew 61% from mid-March to late September when compared to the previous year. The most dramatic increase was in the children’s titles whose use grew from 1,719 to 6,600, followed by an increase in use for young adult

titles from 1,438 to 2,317. The popularity of the services the library can safely provide illustrate the vital role Easttown Library plays for our community during this pandemic.

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?

The funding would be used to purchase additional e-materials for the digital collection hosted on the OverDrive/Libby app. The audience for these e-materials has been growing very steadily over the past many years. In 2019, 17.4% of the 3.709 million items borrowed from the libraries of the Chester County Library System were e-books and e-audiobooks. During the first two months of 2020, that percentage had grown to 19.5%. During the three-month shut-down due to the Coronavirus pandemic, e-materials accounted for 100% of the materials borrowed. After the shut-down ended in early June through the end of September, e-books and e-audiobooks accounted for 36% of all library items borrowed.

The purchase of additional licenses for e-titles will augment the OverDrive/Libby collection, helping Easttown Library meet the strong demand for access to digital versions of new and popular book titles. This is especially important with the possibility of further challenges in the coming months due to the anticipated surge in COVID-19 cases. The grant would enhance the availability of digital titles and copies now and ensure the future availability of the titles (either in perpetuity for those licenses that do not expire, or for the duration of the contracted metered access by time and/or number of uses).

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?

Easttown Library Foundation is respectfully requesting a grant in the amount of \$5,000 on behalf of Easttown Library to purchase additional e-books and e-audiobooks to further augment the OverDrive/Libby digital collection. In 2020, Easttown Library budgeted \$44,000 to support OverDrive/Libby, but due to the pandemic, the library has shifted some of its resources to e-materials and has therefore spent \$67,000 YTD. Additionally, the library is committed to spending \$866 per month through the end of the year, which is its portion of the bimonthly system-wide purchase of additional copies of e-books that have waiting lists. The grant would enable Easttown Library to continue to acquire newly released e-titles and renew the expiring licenses of popular titles.

Generally, the cost of e-books and e-audiobooks are significantly more expensive than physical books. The cost of e-materials is also higher because some titles have limited use licenses which restrict availability by time (usually 1 or 2 years) or by the number of uses; if popular, these licenses need to be renewed periodically. The cost of licenses varies greatly. Recent expenditures ranged from \$95 for one e-audiobook at the high end to children's e-books priced at \$2.99 each at the low end. A mix of purchases by format, genre and audience may lead to an average price for licenses purchased with grant funds at approximately \$25.00 per title.

Easttown Library would try to spend this grant money over a two (2) month period to augment the digital collection in OverDrive/Libby for the fall.

Please e-mail all materials as a word.doc and/or pdf to grants@chescocf.org:

x	This Innovation & Resiliency Fund Grant Request cover sheet & brief narrative
x	Current annual operating budget & most recent audit – Easttown Library and Easttown Library Foundation
x	501c3 determination letter of Easttown Library Foundation
x	Current strategic plan of Easttown Library. If none, explain why your nonprofit doesn't have a plan.
x	Support materials that strengthen the urgency of this funding request + indicate that your nonprofit is innovative and resilient (ie: COVID best practice research findings, consultant proposal/s, bids for COVID-related materials & equipment, etc.) – Chester County Library System OverDrive Trends Data

- Proposals will only be accepted by e-mail, on this grant form available at <https://chescocf.org/covidgrant/>
 - Receipt of grant proposals will be confirmed by e-mail.
 - Grant proposals will be posted on the Community Foundation's website, in order to share with fund advisors, donors, grant panelists, and other funding sources.
 - Grant proposals will be reviewed weekly.
 - We estimate grants awards will range from \$5,000 to \$50,000.
- For awarded grants, a written report on use and impact of this funding will be due within 6 months.

Please direct questions about **ChesCo Nonprofit Innovation & Resiliency Grants** to

Chester County Community Foundation
28 W. Market Street, The Lincoln Building
West Chester, PA 19382

www.chescocf.org
grants@chescocf.org 610.696.8211