

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: Olivet United Methodist | ED/CEO Name: Pastor Hun Ju Lee |
| Address: 310 E. Chestnut Street | ED/CEO E-mail: pastorlee@olivetumc.org |
| City, State Zip: Coatesville, PA 19320 | Board Chair Name: Paul W. Givler |
| Phone: 610-384-5828 | Grant Proposal Contact Name: Michael Givler |
| Website: www.olivetumc.org | Grant Proposal Contact E-mail: mikeg47@verizon.net |
| EIN: 23-1352418 | Grant \$ Amount Requested: \$5,000 |
| Year Founded: 1817 | |

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: |
|------------|-------|

Nonprofit Field/s of Interest

| | | |
|---------------------------------------|------------------------------|------------------|
| Arts, Culture & Historic Preservation | Education | Health |
| Community Development | Environment & Animal Welfare | X Human Services |

| Figures | Current | PRE-COVID (as of 1/1/20) |
|------------------------------------|---------|--------------------------|
| Annual Operating Budget | \$ | \$ |
| Full-Time Equivalent Paid Staff | # 0 | # 0 |
| # Board Volunteers | # 15 | # 15 |
| # Committee Volunteers | # 6 | # 6 |
| # Active Direct Service Volunteers | # 7 | # 10 |
| Annual Volunteer Hours | # 1000 | # 1700 |

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.

| | | | | | |
|----------------------------|---|-------------------------------|---------------------|---|------------------------|
| ChesCo Comm Fdn | x | Brandywine Health Fdtn | United Way ChesCo | x | ChesCo Dept Comm Devel |
| ChesCo Fund/W&Girls | | Phoenixville Comm Health Fdtn | United Way S ChesCo | | ChesCo Dept Health |
| Other significant funders: | | | | | ChesCo Dept Human Svcs |

Narrative: In a few concise paragraphs, please explain:

1. Mission

The Olivet UMC Food Ministry Outreach Wednesday Lunch Program has the mission to provide a nutritious meal to those in need regardless of race, gender, age, or religious affiliation.

Note: We are officially recognized meal site by the Chester County Food Bank (CCFB) and as a Tier 2 recipient of food from the CCFB. We are a licensed by the Chester County Health Department as a commercial kitchen.

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

The population served are primarily from the City of Coatesville but we will serve anyone who presents themselves for a meal regardless of where they live.

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

The population served ranges from infants to senior citizens. Pre-COVID we serve senior citizens, unemployed, homeless, physically disabled, and children. The population is nearly evenly split between male and female. The racial make-up is 60% black and 40% white. We have seen an increasing number from the Latino community as that population continues to grow in the Coatesville area. Pre-COVID we were serving from 80 to 100 individuals per week with the majority attending on a weekly basis. In 2019 we served 2,748 clients and distributed 3,711 meals with many clients receiving a take-out meal for later use or to give to a relative or friend who cannot attend in-person.

During the pandemic we have been distributing cold meals (some required heating) at the church door while observing COVID-19 precautions. The number of participants has dropped to 55 to 60 per week from our normal 80 to 100. While we have primarily served many of the same regular participants, we have seen several new individuals seeking meals. This has included some who take multiple meals to distribute to neighbors. In the past two weeks we have seen an increase of persons seeking meals which will result in us having to prepare an addition 10 meals per week.

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

Because of COVID-19 we moved to a primarily cold meal distribution which in some cases required the recipients to re-heat some portions of the meals. We had thought that this would be a temporary situation and that we would soon return to hot meals being served cafeteria style and eaten in our dining facility. It now appears that this will continue at least until spring of 2021.

The biggest impact has been a reduction to about half of our previous volunteers which consisted of church members and community volunteers from organizations such as the Coatesville Rotary Club, Coatesville Lions Club, the Red Hat Society from the Hillside 55+ Community, and numerous general volunteers. The next significant impact has been the increased costs to provide take-out meals. Our cost of take-out containers, disposable utensils, and necessary condiments has dramatically increased.

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 funds would be primarily used to purchase food containers that would allow us to distribute hot meals. These types of containers generally are more expensive and need to be able to stand up to reheating in a microwave when necessary. We are considering purchasing masks to distribute to our clients. We have distributed approximately 100 home-made masks but these are very labor intensive and supplies are limited. We have several clients who come to our door without masks and we want to encourage them to take precautions. We may need to invest in stand-alone hand sanitizer stations when we resume in-person meals.

Our weekly costs have risen from approximately \$125 to \$150 per week to \$150 to \$200 per week. While we received some additional funding from outside sources over the summer, those funds have been depleted. In addition, our congregation has been meeting virtually which has resulted in less giving in support of our meal program.

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 \$5,000. This is approximately 50% of our annual budget. We anticipate that our expenditures in 2020 will exceed our normal annual expenses by approximately this amount. We anticipate the funds will be expended between the receipt of the funds and the next five (5) to (seven7) months taking us to the spring of 2021.

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

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| This Innovation & Resiliency Fund Grant Request cover sheet & brief narrative |
| Current annual operating budget & most recent audit |
| 501c3 determination letter |
| Current strategic plan. If none, explain why your nonprofit doesn't have a plan. |
| 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.) |

- Proposals will only be accepted by e-mail. This grant form is 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