

- 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 ###



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West Chester, PA 19382  
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**Contact Information**

Nonprofit Org Name: Trinity Nursery School for Tots DBA Trinity Preschool of Berwyn	ED/CEO Name: Suzi Alrutz
Address: 50 Main Avenue	ED/CEO E-mail: suzialrutz@comcast.net
City, State Zip: Berwyn, PA. 19312	Board Chair Name: Emily Martin
Phone: 610-644-9370	Grant Proposal Contact Name: Suzi Alrutz
Website: www.trinitypreschoolofberwyn.com	Grant Proposal Contact E-mail: suzialrutz@comcast.net
EIN: 23-2228017	Grant \$ Amount Requested: \$20,000
Year Founded: 1964	

*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: <i>Suzi Alrutz</i>	Date: 10-22-20
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**Nonprofit Field/s of Interest**

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

Figures	Current	PRE-COVID (as of 1/1/20)
Annual Operating Budget	\$566,678	\$ 595,105
Full-Time Equivalent Paid Staff	8.3	# 10.6
# Board Volunteers	13	# 13
# Committee Volunteers	52	# 77
# Active Direct Service Volunteers	0	# 111
Annual Volunteer Hours	554	# 1030

**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 checked="" type="checkbox"/> Other significant funder	s: CARES Act funding from Dept. of Education, and Dept. of Human Services		<input type="checkbox"/> ChesCo Dept Human Svcs

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

### **Mission**

Trinity Preschool of Berwyn provides a warm, caring community where young children and their families develop and grow together. Best practice and intentional teaching help children to learn through play and hands-on experiences. Respect for each child's interests, culture, and individual growth by well-trained, responsive teachers creates a safe happy space for all children and their families.

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

Trinity Preschool serves families from all areas, but primarily from Tredyffrin, Easttown, Charlestown, East Goshen, townships

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

Trinity Preschool serves children ages 2-5 and their families. Our enrollment has declined by approximately 30% (46 children) in our regular classes, and we have had to cancel our Parent Toddler classes (approximately 28 toddlers and their parent) because of COVID-19 safety guidelines. We also had to cancel our afternoon enrichment programming (a large source of revenue for our overall program) in order to comply with reopening guidelines.

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

COVID-19 has presented our program with the challenge of continuing to provide young children with developmentally-appropriate, engaging educational activities in a safe manner while following the guidelines of the CDC and state licensing agencies. The program also suffered significant financial losses from declining enrollment and the need for equipment and extra staffing to meet the reopening guidelines.

Trinity Preschool has responded on multiple levels, including redesigning our program schedule to provide programming in outside spaces as much as possible, creating a virtual-only program for families who prefer to keep their children at home, and purchasing items such as Personal Protective Equipment, sanitizing and disinfecting materials, and air purifiers. In order to retain valued, experienced staff who would need to leave our program to help their own children with virtual learning, we employed an extra staff person to work with staff children in a learning cohort.

**4. 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 would be used to support our payroll and expense budget for the specialized programming, staffing, and equipment required by the COVID impact, and to provide scholarships for families who need support.

Over the summer, our Reopening Planning Team developed totally new and innovative programming to allow us to reopen safely and within the CDC guidelines. New, innovative strategies included creating classroom spaces in outdoor areas surrounding the building, adding a virtual learning only option for families who choose to keep their children at home, and creating a schedule that allows for intensive cleaning and disinfecting of spaces and materials between classes. Staff needs were also considered with the addition of the staff child cohort.

Funding would also allow us to demonstrate the resiliency of our program as we prepare to adapt to full-virtual learning at any point during the school year in case of another mandated closure. We learned through the experience of the spring closure that we can present a robust, engaging online program for all children if we have the resources that allow us to do so. We need to start to prepare curriculum and materials now so if that transition occurs, we can pivot immediately to high-quality distance learning. All of these resources are well beyond our current projected budget.

The timing of the funding is key as we anticipate the possibility of spikes in COVID-19 case numbers as the winter months approach, and we need to be fully prepared to transition to full-distance learning again, or to provide virtual learning for children required to quarantine due to exposures to COVID.

If, as we are hoping, we can remain open, as the weather changes and makes outside time more challenging, we need to make time in the classroom safer. To that end, we would like to use the funds for HEPA filtered air purifiers for our classrooms and some new equipment to make distancing of groups of children more manageable. When we revised our school year budget in the spring, we were hopeful that our enrollment numbers would return to normal by now, afternoon mixed-group programming (and its revenue) would be restored, and that we could reduce the number of specialized staff members needed to set up the outdoor areas, disinfect between classes, and run the staff cohort and virtual program. At this point we need to be prepared to continue with and grow the adapted program and its needs for more materials and more staff.

The Chester County communities that we serve would benefit by continuing to have a safe, engaging early education program available for their young children. Working families have been challenged to find care for their children that meets the CDC guidelines. Families who have been financially affected by the pandemic may be able to receive scholarships made possible by the grant funds. The entire community benefits in the long term when young children thrive in a high-quality early learning program.

**5. 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?**

Trinity Preschool respectfully requests \$20,000 in funding.  
 Our projected school year deficit as reflected on the attached Operating Budget is \$24,292.00. (Please note that our operating budget is based on the school calendar year).  
 The funds would be used by May, 2021

Please e-mail all materials as a word.doc and/or pdf to [grants@chescofc.org](mailto:grants@chescofc.org):

<input checked="" type="checkbox"/>	This <b>Innovation &amp; Resiliency Fund Grant Request</b> cover sheet & brief narrative
<input checked="" type="checkbox"/>	Current annual operating budget & most recent audit
<input checked="" type="checkbox"/>	501c3 determination letter
<input checked="" type="checkbox"/>	Current strategic plan. If none, explain why your nonprofit doesn't have a plan.
<input checked="" type="checkbox"/>	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, on this grant form available at <https://chescofc.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.chescofc.org](http://www.chescofc.org)  
[grants@chescofc.org](mailto:grants@chescofc.org) 610.696.8211