



**Contact Information**

Nonprofit Org Name: West Chester Area Senior Center	ED/CEO Name: Kathy Sullivan
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City, State Zip: West Chester, PA 19382	Board Chair Name: Peter Morris
Phone: 610-431-4242	Grant Proposal Contact Name: Kathy Sullivan
Website: www.wcseniors.org	Grant Proposal Contact E-mail: kathys@wcseniors.org
EIN: 23-2149355	Grant \$ Amount Requested: \$50,000
Year Founded: 1975	

*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: Kathy Sullivan	Date: October 27, 2020
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**Nonprofit Field/s of Interest**

Arts, Culture & Historic Preservation	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	\$ 521,400	\$ 791,236
Full-Time Equivalent Paid Staff	4	6.5
# Board Volunteers	17	18
# Committee Volunteers	41	46
# Active Direct Service Volunteers	130	250
Annual Volunteer Hours	550 (This number reflects our intentional choice to safeguard our senior and student population and to rely on our very small staff team)	2,100

**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 checked="" type="checkbox"/> Brandywine Health Fdtn	<input type="checkbox"/> United Way ChesCo	<input checked="" 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: Chester County Department of Aging Services			<input type="checkbox"/> ChesCo Dept Human Svcs

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

**1. Mission**

West Chester Area Senior Center Mission – *Enriching the lives of our senior neighbors through friendship, activities, education, and nourishment*

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

The majority of the seniors we serve are residents of the Borough of West Chester and seven surrounding townships, they include: East and West Goshen, Westtown, Thornbury, East Bradford, Willistown, and Birmingham. We also serve seniors from other areas such as Downingtown, Exton, and Malvern.

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

West Chester Area Senior Center (WCASC) serves:

- Older adults with ages ranging from 60 - 100+
- 45% who self-report as low income (we are unable to require this information but our estimate is higher at 60-70%)
- 40% who are nutritionally insecure due to low income, medical condition(s), or inability to shop or prepare food
- 35% with ambulatory challenges
- 40% who live alone and lack family support

Pre-COVID-19 WCASC served 3,400 seniors annually through a wide variety of programs and services. Vital among them are our Meals and Supplemental Food Programs, and Health and Wellness Education and Programs. Last year we served 28,400 meals, offered 2,500 hours of Health & Wellness Programs, and had 6,500 participant hours of exercise classes.

Due to the COVID-19 health crisis we were forced to close on March 13, 2020. We knew this posed a serious threat to those individuals who need and rely on the well-balanced nutrition we provided daily. We quickly identified our most vulnerable seniors and established our **COVID-19 Health Crisis Emergency Food Distribution Program** the following week. We are currently serving 700 seniors but we expect an increase in this number as has been the case monthly throughout the course of the program. In our communication with those we serve we learn that they are aware of others in need and encourage them to share information about our program. We have also learned of seniors in need through some of our community partners such as faith communities and have most recently added 25 new individuals through these connections. We are uncertain how much participation will increase particularly with the onset of winter weather. We are committed to serve as many individuals as possible and for long as necessary and possible.

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

Many of the older adults we serve are faced with food insecurity and this challenge became far greater and far more serious in this health crisis. Many of those we serve face serious financial issues, live alone, have little or no family support, and many cannot or should not leave their homes during this crisis due to their significant health issues such as: diabetes, those with heart conditions, transplant recipients, cancer patients, and others with compromised health and/or immune systems. It was vital that we establish our Emergency Food Distribution Program which provides a wide variety of foods that are essential to the senior's sustained nutrition. We are making home deliveries and we also offer curbside "stay in your vehicle" pick up at the Senior Center for those who can or have someone to help them. Food distribution includes: many types of nonperishables, a variety of fresh fruits and vegetables, milk, eggs, cheese, butter, breads, and much more. We also offer well-balanced frozen meals. The program happens on a weekly basis and we are pleased to report that during the program's operation we have served 50,000 meals as of early October! It is important to note that we are also providing a variety of non-food items such as personal care and household items, personal protective equipment, and pet food.

Also, as we look forward to Thanksgiving we want those we serve to know that they are remembered and thought of during this holiday so we have set the very aggressive goal to source and distribute 1200 Thanksgiving meals in addition to our regular weekly food for our senior neighbors. We know that many seniors will be alone and miss gathering with their families so we are committed not only to providing a traditional meal we want them to know they are not forgotten. We're additionally looking forward to the end of year holidays and doing everything we can to make this season less stressful this year.

We are most fortunate to work closely with a number of community partners in making the program robust and effective, they include Chester County Food Bank, Chester County Department of Aging Services, United Way of Chester County, grocery stores, restaurants, faith communities, local businesses, and individuals. We are inspired by and most grateful to our partners for our shared commitment to serving our most vulnerable senior neighbors.

Another service we are continuing to offer during this time of closure is information and assistance with accessing valuable community resources, referrals, help with rental rebates and APPRISE/Medicare counseling. We are currently scheduling a calendar full of Annual Medicare Enrollment meetings which will be conducted via telephone this year.

Health and wellness education is also a very important aspect of our service to seniors. We are continuing to provide important information and education in these areas through our website, newsletters, and direct consultation by phone and on occasion in person during food delivery and pick up at the Center. Topics include:

- Health and Fitness - How to stay physically active during extended quarantine
- Nutrition - Recipes for healthy eating, many using ingredients found in the Senior Center's weekly COVID-19 food distribution program
- Application Based Activity Information - Mindfulness and meditation
- Technology - How to stay in touch with friends and family
- Arts & Culture - Information about streaming free performances

When we can re-open for full operation we will resume our comprehensive educational programs that are often done in partnership with volunteer professionals such as physicians, nurses, dentists, pharmacists, nutritionists, dietitians, physical therapists, and university students and faculty from Villanova, West Chester University, and Immaculata.

In addition to providing nutritional food on a regular basis, health and wellness education, and community information and assistance, the Emergency Food Distribution Program also offers the opportunity for our staff to interact on a regular basis with the seniors, whether during home delivery or while distributing food at the Center. We also have phone contact with individuals between weekly distributions. This allows for discussion about and observation of how they are doing overall. Many participants look forward to seeing the staff and are open to sharing how they are feeling, what activities they are or are not able to do, who they are able to see, and much more. It is evident in these interactions that the seniors are happy to have the contact with those they know and trust.

We would also like to share that we are currently working with West Chester University, a very long-standing partner, to support an urgent need to help a cohort of talented low-income students who must remain on campus during the upcoming nine week break. The students will not have access to the university dining halls or food pantry for this period when the university is not in session. West Chester Area Senior Center will incorporate these students into our Emergency Food Distribution Program and has offered the students to use our licensed commercial kitchen for

food preparation at a minimum of twice weekly. This will be overseen by our licensed Kitchen Supervisor. We are looking into the possibility of offering this to these students during other breaks that occur throughout the school year.

In addition, it is also worth noting that last year we started a new program that takes place on Martin Luther King Day in which we partnered with the West Chester Food Cupboard. The program took place at the Center with volunteers that we recruited to help sort and package food, personal care, and household items to be distributed to seniors and families in need. We were very pleased with the number of individual and group volunteers who offered their time to make this a great success. We plan to incorporate this program into our operations on a regular basis.

**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?**

**ESSENTIAL FACILITY RE-OPENING PROJECTS**

We are currently planning for the safe transition to resuming our most vital services focused on providing nutritional meals, health and wellness education and programs, and valuable community resource assistance and referrals. We will work closely with the County and State Departments of Aging Services to determine best practices for re-opening that will include the appropriate number of participants allowed in the Center on any given time based on current guidelines. Programs will be re-started gradually and pre-registration will be required in addition to health screenings.

To ensure the health and safety of the seniors we will need to make significant facility modifications. Our plan includes the following:

- Installation of automatic exterior and interior doors and lighting sensors eliminating the need to touch these surfaces.
- Replacement of commercial kitchen doors to allow for constant and safe no-touch access.
- The purchase of equipment that includes portable partitions that will ensure social distancing in key program areas that include dining and health and wellness education and services.
- The purchase of freestanding mobile "sneeze screens" for exercise classes and educational presentations.
- Modifications to our Front Desk/Reception Area with custom plexiglass screening to create a safety barrier to protect seniors, visitors, and volunteers.
- Purchase and installation of new touchless faucets and toilet fixtures throughout the facility including commercial kitchen and ADA restrooms.
- The purchase of a commercial grade refrigerator to support our expanding food distribution program.
- Increased cleaning and sanitizing of all program areas.
- Necessary PPE for staff and volunteers, especially for our kitchen and meal preparation and service.

The total cost associated with our **Essential Facility Re-opening Projects** is \$146,985.

**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?**

WCASC is seeking a grant in the amount of \$50,000. This would provide general operating support in the amount of \$30,000 for our **Emergency Food Distribution Program** which we anticipate continuing for many months including the upcoming winter which we anticipate will be most challenging for our senior population. We intend to incorporate a more frequent comprehensive food distribution as part of our regular Supplemental Food Programs when we resume normal operations.

The grant would also provide capital support in the amount of \$20,000 to help fund our **Essential Facility Re-opening Projects**. We are pleased to report that we have been fortunate to receive some foundation grants that will provide support of our re-opening capital projects.

A grant in this amount would help us meet our post-COVID capital needs facility plan and the general operating portion sought would help us close the gap on our projected almost \$100,000 deficit.

The expected timeframe for the use of the funds is as soon as awarded into 2021 until exhausted.

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

X	This <b>Innovation &amp; Resiliency Fund Grant Request</b> cover sheet & brief narrative
X	Current annual operating budget & most recent audit
X	501c3 determination letter
X	Current strategic plan. 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.)

- 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

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