

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 ###





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West Chester, PA 19382
610.696.8211 www.chescocf.org



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

Contact Information

Nonprofit Org Name: F4- Fiorenza's Food For Friends	ED/CEO Name: Brenda Russell
Address: PO Box 89	ED/CEO E-mail: brussell@f4service.org
City, State Zip: Downingtown, PA 19335	Board Chair Name: Eric Miller
Phone: 610-955-7090	Grant Proposal Contact Name: Brenda Russell
Website: www.f4service.org	Grant Proposal Contact E-mail: same
EIN: 45-2253155	Grant \$ Amount Requested: \$50,000
Year Founded: 2011	

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: Brenda Russell	Date:
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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	\$73,795	\$125,500
Full-Time Equivalent Paid Staff	# 2	# 3
# Board Volunteers	# 13	# 16
# Committee Volunteers	# 5	# 8
# Active Direct Service Volunteers	# 12	# 17
Annual Volunteer Hours	# 7500	# 7200

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	Brandywine Health Fdtn	United Way ChesCo	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

No	Yes	Federal Single Audit
X		Is your nonprofit subject to a federal single audit (formerly known as the OMB Circular A-133 audit)?
		If yes, did your nonprofit's most recent federal single audit disclose any issues?
		If yes, have these issues been adequately addressed?

Narrative: In a few concise paragraphs, please explain:

1. F4's Mission:

To create hunger awareness by connecting sources of food to recipients in need at no cost.

2. What geographic area is served?

F4 partners access to free food donations throughout Chester County; from Pottstown to Kennett to Parkesburg to Tredyffrin.

3. What population is served?

F4 provides services to ANY nonprofit agency/low-income organization that is on the front-line to help feed people. We seek to keep all food donations local to recipients that will ultimately distribute the food. We require that our recipient organizations-

1. Be a nonprofit agency or a low-income organization
2. Collect food on schedule
3. Do not sell any food that they have been provided access
 - **How have your service numbers been impacted by COVID?**

F4 partnerships with nonprofit agencies/low-income organizations have fluctuated up and down since March of 2020. In March, 16 of 26 of our Chester County Food Rescue program partners stopped collecting food donations for their clients. Eight (8) of those that stopped collecting in March still have not reconvened participation with F4's Food Rescue program. However, F4 has been fortunate to have established 6 new partnerships with nonprofit agencies in Chester County.

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

F4 has been challenged to ensure that all food being offered for donation is getting collected and provided to agencies that are still providing services.

- 16 recipient agencies/organizations halted services for their clients. This meant that donors would potentially throw-out donations.
 - F4 quickly acquired volunteers to collect food for agencies that were experiencing increased needs from existing and new clients
 - F4 board and staff transported food
- 6 new agencies requested to collect donations
 - F4 realigned several relationships to ensure donations were available
- F4 solicited additional food donations from existing food donors
 - Lione's Pizza in Downingtown has been providing an agency with 150 hoagie rolls weekly for 6 months
 - Kimberton Whole Foods purchased lunchmeat at a discount so that local agencies could continue with lunch programs
 - They plan on doing something similar indefinitely
 - Wawa added fresh sandwiches to their regular donated product list
 - Villanova University donated over 25,000 pounds of food
 - McDonald's Distribution site donated over 15,000 pounds of frozen food that the Chester County Food Bank helped to distribute in Coatesville
- F4 solicited and collected donations from King of Prussia restaurants that had excess
- F4 is re-establishing partnerships for returning partners to the Food Rescue program

Organizationally F4 lost 27% of our people resources, yet volunteer hours increased to meet the needs of donors and recipient agencies. We released two (2) Part-time staffers because we did not have the anticipated funding revenue from either of our annual fundraisers. This was tragic for the staffers and a significant negative impact on the F4's resources required to serve the increased community need as a result of COVID-19.

On a daily basis, F4's team of two (2) maintains 100+ unique partnerships. We ensure that food donations are getting collected as scheduled and that recipients are satisfied with the value of the donations. Sadly, we are unable to proactively pursue new opportunities to implement Food Rescue programs for businesses with the potential to donate.

5. What would this funding be used for?

F4 would like to expand our mission of attaining access to more free food donations for nonprofits that are feeding the hungry. We currently do not have financial resources to confidently hire additional staff.

As a result of COVID-19, F4 has experienced a significant increase in service demand and identifying additional sources of food to respond to the increase in those requesting food. Additionally, F4 was not able to hold our two primary 2020 fundraising events due to COVID-19 restrictions and shutdowns, so our operating dollars have been significantly reduced which was designated for bringing on the additional staff resources. The other impact of COVID-19 was a loss of paid

staff and volunteers while our volunteer hours have increased due to the increased service needs. The outcome is that we are being tasked to do more services, serve more in need, with significantly less people.

With a grant from the Chester County Nonprofit Innovation & Resiliency Fund, F4 would seek to hire 1 Full-time and/or 1 Part-time Program Coordinator. These individuals will attain new sources of sustainable food donations for our partnered recipient agencies. We know that free food donations are available to be attained **if requested**. Businesses with the capability to donate are not generally knowledgeable about seeking nonprofit partners. F4 will act on their behalf to implement a Food Rescue program. We will review and document a reliable and attainable process to provide the donor and recipient confidence with a partnership. F4 has a database of over 150 food donor leads that were provided to us from board members, F4 supporters, and existing partners that have made introductions to potential food donations. We need Program Coordinators to educate potential food donor companies about hunger in their community and that the Good Samaritan Act provides them with a level of protection. Our goal is to have companies with the ability to donate food to become actual sustainable donors that give back consistently to their local community. Once a business commits to donating, the Program Coordinator will then assess which local agencies are an appropriate partner that can attain, store, and safely distribute the donations. Our objective would be to establish partnerships with 25 new sustainable donors in 2021 with 10 of them directly supporting Chester County. (Turkey Hill, Stottsville Inn, MOD Pizza, Landis, Landhope Farms)

This year, F4 has established new partnerships with six (6) donors that have twelve (12) locations that will make regular donations. F4 had solicited these donors previously to no-avail and was able to react this year to get them on a sustainable Food Rescue program. The donations from these new donors total more than 80,000 pounds. In October, Kimberton Whole Foods five (5) locations in Chester County started to donate to local agencies on a weekly basis. In 1-month they donated 1300 pounds. Another new partner, Triple Fresh in Coatesville, has donated over 5000 pounds locally. We know that there is great potential to attain more free donations for agencies throughout Chester County. However, we cannot do this confidently or responsibly without a sufficient staff to pursue opportunities presented.

- **How does this demonstrate innovation and resiliency in dealing with COVID impacts?**

F4 operates as an unpaid broker that works on behalf of other nonprofits that feed the hungry. We do not purchase, transport, or store any food. Our partnered agencies that are on the front line to feed more and more people are faced with many challenges. We look to alleviate some of those by providing them with more access to free sources of food, or to assist with fulfilling other needs. Since COVID-19 started-

- We coordinated 10 neighborhood summer food drives and provided an average of 1000 pounds to Coatesville and West Chester Salvation Armies. We plan to continue to do this.
- We accessed a freezer donation for St. Joseph's House in Coatesville.
- We solicited volunteers "blindly" to fill in for other volunteers that dopped off from agencies schedules.
- We provided 750,000+ pounds of food to nonprofit organizations.

F4 believes that the work we do is not just about food, it is about relationships. How can we work together to help others in need? We seek to help organizations surpass roadblocks so that they can feed their clients effectively.

- **What would be the community impact of this anticipated funding?**

More access to free food!

Nonprofit agencies/low-income organizations will be provided with new opportunities to access free and sustainable donations of food from local sources by having F4's Program Coordinators implementing a Food Rescue program for businesses with ability to donate. These donations would help to decrease food purchase expenses of partnered agencies and enable them to use their funding elsewhere.

- **Why is it important to fund this now?**

Since COVID-19 began, food banks have faced a "perfect storm" that includes surges in demand, declines in food donations due to supply chain challenges, fewer available volunteers, and other disruptions to the charitable food assistance system's operating model. (Ref. Feeding America 10/2020) The Chester County Food Bank has seen a 60% increase in need. Our partner agencies in Chester County often inquire with us about getting additional food donations. Many are very quick to fill in where others cannot. Both CYWA and St Joseph's House have been able to rescue all opportunities that we have offered.

F4 wants to offer more food donations to agencies for distribution. We know food donations are available!

- Kimberton Whole Foods connected with F4 after 2 years of promoting the Food Rescue program
- Villanova University calls F4 as a go-to when they have large amounts of food to donate

The pandemic has brought hunger to the fore-front of the news media. We want to leverage this media coverage NOW to get more businesses involved to donate food to feed people. They want to do it, but they need someone to walk them through the process. Once they start donating and are confident of the process, this will help to bring more food to agencies; not to mention less in the landfills.

Next year hunger may not be in the news media. People have a short memory. Next year businesses may not remember the food bank lines. When the pandemic is over, hunger will not be in the news media as it is today. 😞

6. How much funding is sought?

\$50,000

- **How does this compare to your annual operating budget and this years' projected deficit?**

This expenditure was not included in F4's 2020 annual operating budget. Since the pandemic, F4 has experienced a revenue deficit of \$51,705 which represents a 41% decrease in available funds, and a 27% reduction in people resources. This grant is critical for F4 and recipient agencies to backfill the staffing resources required to service the community and acquire access to additional sources of food to distribute on a regular basis to their clients as a result of the increased community needs as a result of COVID.

- **What is the expected timeframe for use of funds?**

The grant will be used for 12 months of payroll for the Program Coordinator position(s).

1. Mission

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

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

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

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?**

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?**

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

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://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

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