



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 ###





28 W. Market Street, Lincoln Biography Building
West Chester, PA 19382
610.696.8211 www.chescocf.org



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

Contact Information

Nonprofit Org Name: Chester County Bar Foundation	ED/CEO Name: Matt Holliday
Address: 15 W Gay Street	ED/CEO E-mail: mholliday@chescobar.org
City, State Zip: West Chester, PA 19382	Board Chair Name: Patrick McKenna
Phone: 610-692-1889	Grant Proposal Contact Name: Matt Holliday
Website: https://www.chescobar.org/?pg=BarFoundation	Grant Proposal Contact E-mail: mholliday@chescobar.org
EIN: 23-2385021	Grant \$ Amount Requested: \$25,000
Year Founded: 1985	

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: Matthew Holliday	Date: 11/09/2020
-----------------------------	------------------

Nonprofit Field/s of Interest

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 checked="" type="checkbox"/>	Human Services	<input type="checkbox"/>

Figures	Current	PRE-COVID (as of 1/1/20)
Annual Operating Budget	\$141,500	\$141,500
Full-Time Equivalent Paid Staff	#5 (CCBA)	#7 (CCBA)
# Board Volunteers	#16	#16
# Committee Volunteers	#20	#20
# Active Direct Service Volunteers	#68	#82
Annual Volunteer Hours	#630	#890

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.

No	ChesCo Comm Fdn	No	Brandywine Health Fdtn	No	United Way ChesCo	No	ChesCo Dept Comm Devel
No	ChesCo Fund/W&Girls	No	Phoenixville Comm Health Fdtn	No	United Way S ChesCo	No	ChesCo Dept Health
	Other significant funders:					No	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. **Mission**

To help Chester County citizens understand, gain access to, and benefit from our legal system.

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

All of Chester County

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

While some of our programs serve all the citizens of Chester County, the guidelines of our Access to Justice Program indicate that we serve individuals who are up to 200% of the Federal Poverty Guidelines or less and in need of legal representation. Many hard working Chester County residents earn too much to qualify for a free Legal Aid lawyer, yet cannot afford the high cost of hiring a private attorney. The members of the Chester County Bar Foundation and the Chester County Bar Association recognize this challenge and offer a solution with the Access to Justice Program. This program provides free legal services to the working poor in Chester County and is the only program of its kind throughout the state of Pennsylvania. We also assist folks who qualify for Legal Aid, but have a case type that Legal Aid can't take on. Additionally, in many cases Legal Aid eligible clients are conflicts for the attorneys at Legal Aid, but they are still in need of Pro Bono Assistance. This happens most often when two parents are both well under the poverty line and they both require legal representation in a custody dispute, but one of them gets to Legal Aid faster than the other. Legal Aid isn't able to represent them both, so we pick up the parent who didn't seek assistance first.

We have had incredibly high call volume coming in over the last three months, and it is our belief that the need for free legal representation is only going to continue to climb as we weather this economic storm.

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

We have seen the number of landlord tenant case referrals go up rather dramatically. It's our assumption that this will get even worse once the eviction and foreclosure moratorium are eventually lifted. Additionally, the number of custody case referrals is reaching new records. This, in part, could be due to the frustrations of parents as they attempt to navigate dual parenting with the pressure that COVID-19 puts on their familial arrangements. Finally, there have been a few Protection from Abuse cases that have need to be handled by one of our Pro Bono Attorneys. Typically, we try to refer these to the Domestic Violence Center of Chester County (as they have three staff attorneys who specialize in these cases), but sometimes there is a conflict, and that's when we have to spring into action since these proceedings operate on quick timelines due to their nature.

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?

In March when COVID-19 first struck the Chester County Bar Foundation and the Chester County Legal Community, a decision was made to temporarily shutter the Access to Justice Program. This was in part due to the fact that the Chester County Bar Association had to lay off two of its employees, one of whom was the administrator of the Access to Justice Program. In August, we made the decision to reopen the program due to the overwhelming need in our community for Pro Bono Legal Representation. We did this even though we had no designated staff member to take on the work load. While we have been making it work as best we can, we are at a point where we need to hire a new staff member in 2021. A new staff member will make the administration of this program run much more smoothly, and it will enable this person to have the time to go out and recruit new Access to Justice Pro Bono Attorneys, which in turn will allow us to take on far more Chester Countians in need.

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?

In order to hire a new full time employee who will take enough tasks off the rest of the staff's plate, allowing one staff member to dedicate at least half of their time to the Access to Justice Program, we will need about \$25,000. The Chester County Bar Foundation currently only allocates \$5,000 per year, to the Access to Justice Program, but that only allowed for about 20% of a part time (20 hours a week) employees dedication to the program. We are

looking to dramatically increase the staffing hours devoted to recruiting new Attorneys to take Pro Bono Cases and administering this vital program by coordinating with the clients and being a better support resource for both them and the attorneys in each case. We will be able to start using these funds almost immediately as soon as we hire the new staff member and reallocate the workloads to allow for one staff person to spend at least 50% of their time on this vital service.

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