



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: Oxford SILO	ED/CEO Name: Melissa Pacella
Address: PO Box 22	ED/CEO E-mail: Melissa@oxfordsilo.com
City, State Zip: Oxford, PA 19363	Board Chair Name: Ed Herr
Phone: 610-932-7500	Grant Proposal Contact Name: Melissa Pacella
Website: www.oxfordsilo.com	Grant Proposal Contact E-mail: Melissa@oxfordsilo.com
EIN: 82-2595175	Grant \$ Amount Requested: \$25,000
Year Founded: 2018	

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: Melissa Pacella	Date: 10/30/20
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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	\$190,000	\$ 187,365
Full-Time Equivalent Paid Staff	2	# 2
# Board Volunteers	4	# 3
# Committee Volunteers	3	# 3
# Active Direct Service Volunteers	46	# 63
Annual Volunteer Hours	1164	# 3632

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.

X	ChesCo Comm Fdn	Brandywine Health Fdtn	X	United Way ChesCo	ChesCo Dept Comm Devel
	ChesCo Fund/W&Girls	Phoenixville Comm Health Fdtn		United Way S ChesCo	ChesCo Dept Health
X	Other significant funders: Oxford Area Foundation, Connelly Foundation				ChesCo Dept Human Svcs

Narrative: In a few concise paragraphs, please explain:

1. Mission

SILO is a welcoming and diverse group of friends who come together to Serve, Inspire and Love Others in our community.

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

SILO's work focuses on southern Chester County, primarily Oxford and the surrounding area.

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

SILO brings together the **broadest spectrum of people**. We work with a variety of people, including those with mental illness, limited mobility, addictions, single parents, seniors, immigrants, people who are unemployed, underemployed and homeless. Most of our friends live below the ALICE threshold and many below the poverty line, struggling each month to afford basic necessities.

COVID has made financial solvency for our friends even more challenging as they, almost immediately, lost wages and jobs. We have seen more than a **12% increase in the number of people needing our services** since mid-March. More significantly, we're seeing an increase in the amount of services needed by those who were previously receiving our support. Someone who might have typically needed food once a month, now needs food assistance each week, as well as help applying for rental assistance, etc. Though some families have stabilized over the summer, few of our friends have returned to earning the same income they had before COVID. Even less have been able to save up for any future disruptions.

The number of people experiencing **homelessness** has slightly increased during the pandemic. Plus, we are finding greater than usual challenges finding affordable housing for our friends.

We have witnessed quite a few friends experiencing **mental health crisis** related to the pandemic. Friends are isolated, lonely and discouraged. We have spent time meeting with them outdoors at a safe distance and calling them regularly, but we are short on staff to perform this critical and potentially life- saving service.

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

When quarantine began in mid-March, SILO's typical programming came to a screeching halt. Our usual free monthly meals for the community, home visit, work projects and transportation could not be performed safely. Quickly, our Board of Directors and Development Committee took stock of our usual programming to analyze what could be salvaged. We could still deliver food and supplies to people's homes or where our homeless friends were living. We could still call, text, email and mail notes to our friends. We could still use social media to share information and encouragement. Within a week of the state mandated shut down, the work of SILO, significantly shifted to meet the growing needs of our friends while simultaneously utilizing limited methods. In response to COVID we launched two new programs.

Delivering Hope

We purchased meals to support local restaurants and delivered them to friends safely quarantined at home. We delivered bags of food, fresh produce and needed resources (toilet paper, masks, etc). While delivering food and hygiene items, we found that relational connection was one of the most hopeful things we brought to people's doorstep. This delivery model meant the SILO van was packed full each day, buzzing around town delivering food and supplies.

Delivering Hope Statistics (since March):

Households receiving help: 207
Individuals helped: at least 586
Meals delivered: 1,019
Bags of groceries delivered: 2,665
Informative and encouraging social media posts: 92
Homeless people housed: 4
Grocery gift cards delivered: 46
AC/ heater units delivered: 6



Growing with SILO

SILO volunteers and two independent contractors built 135 raised vegetable garden beds. The beds were then installed in the back yards of our friends who were struggling due to COVID. We filled the boxes with rich soil and worked together to plant vegetable and herb seedlings. Participants chose plants they preferred based on three garden varieties: Salsa Garden, Salad Garden or a Pasta Garden.

A fall planting provided additional produce into the cool months. We created a virtual garden club on Facebook where new and seasoned gardeners share their challenges and insights. This new program provided a layer of food stability for our vulnerable friends, moving the source of food directly to their backyard. Simultaneously, the gardening program provided participants with purpose, empowerment and “garden therapy”.



Growing with SILO Statistics

Raised vegetable beds installed: 135

Households with a raised vegetable garden: 48

People fed: 234, including 95 children

Growing space created: 984 ft²

Estimated seedlings planted: 1,080

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?**

Our request for funding is in response to current needs of our friends and needs we predict over the next twelve months. The focus is on additional staffing to help alleviate the load on our two, current, full-time staff, as well as supplies to continue to safely adapt our services.

Part-Time Social Worker- \$17,500

The reduction of gathering size due to COVID means our social worker has adjusted to exclusively one on one interactions. This means we're able to see and interact with less people on a given day. This adjustment, partnered with growing needs, means our social worker is working doubly hard to fill the gap. If we act fast, we can hire and train a social worker who can help us get ahead of the greater needs we predict for this winter. The new social worker would build relationships with our friends (Spanish speaking is essential), help deliver food and supplies and provide transportation as needed. They would be an additional set of eyes and ears in the community, helping us observe who is experiencing need as a result of COVID and help address the gap.

Part-Time Administrative Assistant- \$4,500

An administrative assistant would help with bookkeeping, data maintenance, office management and mailing thinking of you notes to friends who are isolated and lonely. They would help the social workers track the increasing needs they encounter and ensure no friends are overlooked or forgotten. Additionally, the assistant would help organize our annual fundraiser in January that has shifted to a virtual event due to COVID.

Depending on skill and availability, we are open to hire one person, full-time to fill both the social work and administrative roles. We predict the needs in our community will grow. The additional staff would prevent the burnout of existing experienced staff and increase our ability to respond to significant needs over a longer period of time. By filling these two staff roles, we are able to expand how many people we're able to help. As a result of this staffing shift, less people will be hungry, lonely or hopeless.

Sanitize vans- \$2,000

We have not provided friends transportation to doctor appointments, the grocery store or social service agencies since March. The gap this service leaves is increasingly missed. We are looking to retrofit our vans to ensure the safety of the driver and passengers. We are also looking to increase the frequency of the sanitation of the vans from monthly to weekly. This adaptation would allow for us to continue a much-needed transportation service for the community.



Item	Cost
Protective dividers installed in 2 vans	\$400
Weekly sanitation of both vans for 8 months	\$1,600
Total cost to provide safe transportation	\$2,000

Video Equipment and Social Media Promotion- \$1,000

Last year, when creating a promotional video for SILO, we discovered how empowering it was for our friends to share their story. We are looking to record our friends sharing their experience of COVID- from the first day of shut down through to the present day. This project would empower participants, inform observers and ultimately cultivate compassion as people observe an intimate recounting of a COVID experience similar, or dissimilar, to their own.

Additionally, we are finding that videos are the most compelling way to share about our work on social media- both to donors and those who receive our services. We are looking to expand the number of videos we create that share updates on the services we provide. To make additional videos and increase our organization’s reach, we recognize we need to invest in video equipment to ensure quality footage.

Item	Cost
Fuller lighting set	\$170
Ring light	\$50
Lapel mics (2)	\$40
Power banks (2) and audio splitter	\$142
Phone handle and mic	\$90
Tripod	\$26
Phone mount	\$15
Subscription to footage editing app	\$120
Promote videos on social media	\$347
Total cost to create videos	\$1,000



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?**

Funding Request: \$25,000 (13% of our annual budget)

Annual Budget: \$190,000

Project deficit: \$32,000

Item	Amount	Timeline
Part Time Social Worker	\$17,500	12 months
Part Time Administrative Assistant	\$4,500	12 months
Sanitizing Vans	\$2,000	Dividers- 2 months Cleaning service- 8 months
Video Equipment and Promotion	\$1,000	Equipment- 2 months Editing and Promotion- 12 months
Total:	\$25,000	

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, on this grant form 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
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