



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

Contact Information

Nonprofit Org Name: West Chester Downtown Foundation	ED/CEO Name: John O'Brien
Address: 137 N Hight Street	ED/CEO E-mail: jobrien@wcbid.com
City, State Zip: West Chester, PA 19380	Board Chair Name: Matt Holliday
Phone: 610-738-3350	Grant Proposal Contact Name: John O'Brien
Website: https://www.wcdf.org/	Grant Proposal Contact E-mail: jobrien@wcbid.com
EIN: 01-0641261	Grant \$ Amount Requested: \$30,000
Year Founded: 2002	

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: 	Date: 11-9-2020
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Nonprofit Field/s of Interest

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

Figures	Current	PRE-COVID (as of 1/1/20)
Annual Operating Budget	N/A	N/A
Full-Time Equivalent Paid Staff	1 (Employed by WC BID)	1 (Employed by WC BID)
# Board Volunteers	13	13
# Committee Volunteers	0	11
# Active Direct Service Volunteers	0	13
Annual Volunteer Hours	0	1000

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
Other significant funders:			<input type="checkbox"/> ChesCo Dept Human Svcs

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

Narrative: In a few concise paragraphs, please explain:

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?**

The West Chester Downtown Foundation (WCDF) is a non-profit, 501(c)(3) organization with a mission to promote community interest in the vitality, culture, and livability of Downtown West Chester through education, preservation and collaboration. We sponsor events and support projects relating to the enhancement of the Borough of West Chester. We are a small organization that has staffed by one person. John O'Brien, who is the Executive Director of the West Chester Business Improvement District and is paid by that organization, also serves as Executive Director of the WCDF.

The organization focuses on the Greater West Chester Area with a special concentration on downtown West Chester. West Chester has a diverse community compromised of different socio-economic levels. The WCDF seeks to serve everyone in our community. The key to our philanthropic efforts is our ability to fundraise through various events. Our major fundraiser is the annual "Up on the Roof" event that is held in June. Covid prevented our ability to hold this event and as a result our income took a massive hit. We do not have a traditional operating budget. We make a concerted effort to give away as much as we raise.

As part of our mission we use some of our funding to enhance the beauty of our community to ensure that our citizens have a clean and healthy atmosphere to live and work in. This year we spent funds to help the West Chester Business Improvement District buy hand sanitizer stations that will be distributed throughout the town. We also helped purchase public health signs to encourage people to practice best health practices to help prevent the spread of Covid-19.

With this grant application we are asking for \$30,000 in funding to help continue our public health strategy and our beautification efforts of the downtown. Even with a hopeful vaccine, Covid-19 will still be with us and our organization is committed to helping promote best practices to help slow the spread.

We were hoping to start a clean-up program focused on hiring those struggling to find employment. The pandemic put those plans on the shelf, but with this funding we are hoping to give those without many resources the opportunity to take a first step towards finding a meaningful job. The program would partner with local homeless shelters. Our hope is to spend these resources during the 2021 calendar year.

I want to thank you for your consideration of our grant application. Our organization is committed to seeing West Chester grow into a stronger town that has equal access to opportunity no matter the person's background.

Strategic Plan

The West Chester Downtown Foundation does not have a strategic plan. We are a very small organization that is focused on spending nearly every dollar we raise in a calendar year. Because of this goal, we do not have funding to make long-term plans.

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