CCCF COVID-19 Rapid Response Mini-Grants
Per IRS Regulations, applicants must be charitable, tax exempt organizations with 501(c)(3) certification & cannot be individuals.

Background/Eligibility
The Community Foundation’s COVID-19 Rapid Response Fund provides flexible resources to Chester County nonprofits that are disproportionately impacted by coronavirus and the economic consequences of this outbreak. This is designed as a flexible short-term response fund to provide relief for a variety of unexpected costs. We envision three funding priority levels:

- **Front Line Grants** fund community-based nonprofits that have increased demand for services due to COVID-19. These nonprofits have deep roots in community and a strong track-record serving people who are immediately and disproportionately suffering from this crisis. This includes services to financially vulnerable people who work in industries without sick leave &/or health care; homeless people; and health-challenged vulnerable people. Grants are intended to complement the work of public health officials and expand local capacity to address acute needs of the outbreak as efficiently as possible. These grants are NOT of the scale to support larger public institutions that are strained by increased demand for services. Examples of the types of nonprofits in most need of Front Line Grant Support, as service numbers rise: community-based health clinics; food bank & food pantries; meal delivery programs; homelessness programs.

- **Service-Challenged Grants** fund nonprofits that are modifying their in-person service delivery modes extremely rapidly due to COVID-19, and need assistance to do so. These nonprofits likely need additional assistance to upgrade sanitation protocols and obtain cleaning supplies & service personnel. This includes: youth centers, recreation centers, child care, senior services, adult day care, community-based education programs.

- **Collateral Damage Grants** fund nonprofits facing extreme difficulty because of lost revenue due to closures and cancellations, as well as other challenges.
COVID-19 Rapid Response
Mini-Grant Letter of Request

Date:

Contact Information
Organization Name: Honey Brook Food Pantry
Address: 5064 Horseshoe Pike Door #8
Honey Brook, PA. 19341
Phone: 610-273-6102
Website: www.honeybrookfoodpantry.org
FEIN: 47-1786657

ED/CEO Name: Kenneth R. Ross
ED/CEO E-mail: kross1414@aol.com
Board Chair Name: Kenneth R. Ross
Primary Contact Name: Kenneth R. Ross
Primary Contact E-mail: kross1414@aol.com

In a few brief paragraphs, please explain:
1. What geographic area is served? (If not all of Chester County, specify primary Chester County regions served)
   Twin Valley School District—Honey Brook Borough, Honey Brook Township, Morgantown, Glenmoore, Elverson and Mobile Home Communities along Route 322.

2. What population is served, what has been the impact of COVID-19, and how has your nonprofit responded?
   The eligible population includes families, seniors and individuals earning 150% of the Federal poverty level
   The ALICE population is among our most often served group along with large families, seniors, disabled individuals and children of the poorest families residing in the Twin Valley School District.

   We have seen 1,245 people seeking help over the past 30 days at our large food distributions. This is a 29% increase over our previous three openings. Based on call volume to date, due in large part, to the loss of part-time and hourly employment and children now at home through the day, it is anticipated that this will continue into early 2021. The loss of (or reduction in) benefits is an additional factor.

3. How much funding is sought? How does this compare to your annual operating budget? What will the funding be used for? What is the expected timeframe for use of funds?
   We are requesting two months supply of chicken and ground beef, sourced through meat wholesalers (which do not typically sell to retail customers like a food pantry)

   Based on their quote for 800 lbs. of ground beef ($2,016) and chicken boneless thighs ($1,020), a $3,000 grant will provide us a cushion to adjust to an environment where “you’re on your own” relative to meat served. Also allows us to develop other meat sources while not reducing the amount of food we can make available to our guests.

   This is about 6% of our annual operating budget and will be used during the months of December and January.
Please email grants@chesocf.org

- This Brief COVID-19 Rapid Response Mini-Grant Letter of Request
- Copy of annual operating budget or most recent audit
- 501c3 determination letter

Request letters will be posted on the Community Foundation’s website, in order to share with fund advisors, donors, grant panelists, and other funding sources.
Grants will be processed a few times monthly.
We estimate mini-grants will range from $500 to $5000.

Please direct general questions & inquiries about the Rapid Response Mini-Grants to grants@chesocf.org.
Beth, Steph, Cierra or Kevin will answer you.