

## GRANT PROPOSAL GUIDELINES

*The Chester County Community Foundation connects people who care with causes that matter, so their philanthropy makes a difference now and forever.*

- The Community Foundation is a collection of Funds: Field of Interest Funds + Donor Advised Funds.
- 99% of the grants issued by the Community Foundation are made possible through the generosity of the Fund Advisors who created donor advised funds. \$2.2+ million is granted annually to nonprofits in Chester County and beyond.
- All Community Foundation Funds accept this grant application form.

**Proposals submitted by nonprofits will be considered for 2 types of grants:**

### 1) FIELD OF INTEREST & DONOR ADVISED FUNDS

- ◇ Proposals received **any time throughout the year** are eligible for funding consideration from the Foundation's Field of Interest Funds & Donor Advised Funds.
- ◇ Grant **awards** typically range from **\$500 - \$7,500**.
- ◇ Grant decisions are made **intermittently** throughout the year, as Fund Advisors desire.
- ◇ Proposals are **electronically shared** with Fund Advisors to assist them in making grant decisions.
- ◇ **General operating** grants are encouraged. Nonprofits should be specific about their mission, goals, and measurable outcomes.
- ◇ Grants **focus on Chester County** causes and issues, but **are not limited** to Chester County.
- ◇ Grants may be made to charitable nonprofits working in **all fields of interest** including arts, culture and humanities; education; community improvement; environment; religion; health; and human services.

### 2) FUND FOR CHESTER COUNTY CAPACITY BUILDING INITIATIVE

- ◇ The goal of the Community Foundation's capacity building grantmaking is to **strengthen the effectiveness of nonprofit organizations serving the Chester County region**.
- ◇ Capacity building proposals received by **September 15** annually will be eligible for this special grant initiative.
- ◇ Capacity building projects should strengthen a nonprofit, in areas including:
  - Mission, Vision & Strategy
  - Governance & Leadership
  - Strategic Relationships
  - Operations and Technology
  - Fundraising & Development
- ◇ Grant **awards** range from **\$500-\$5,000**.
- ◇ NPO's with budgets \$ 750,000 or less preferred
- ◇ Grant monies are distributed by **February**.
- ◇ Nonprofits must be **located in and serve Chester County** to receive a grant from this special initiative.

Chester County Community Foundation has confirmed receipt of the **Grant Proposal Summary Sheet, Narrative and Attachments**.

- Proposals are shared electronically online with Fund Advisors and the Grants Committee.
- The electronic form is available at [www.chescocf.org](http://www.chescocf.org).

Per IRS regulations, applicants: must be charitable, tax exempt organizations with 501(c)(3) certification and cannot be individuals

- **E-mail proposals to [grants@chescocf.org](mailto:grants@chescocf.org)**. Receipt will be confirmed by e-mail.
- Please contact Kevin Baffa or Beth Harper Briglia at (610) 696-8211 or [grants@chescocf.org](mailto:grants@chescocf.org) if you have any questions. Thank you.

**I. CHESTER COUNTY COMMUNITY FOUNDATION  
GRANT PROPOSAL SUMMARY SHEET**

*One page only. This page will be shared electronically with Grant Committee Members & Fund Advisors.  
Note: If Philanthropy Network of Greater Philadelphia's Common Grant Application is used, the Community Foundation's **Summary Sheet MUST accompany application.**  
To obtain an electronic version of this application, visit [www.chescocf.org](http://www.chescocf.org)*

**Date 11/6/2020**

**Contact Information**

Organization Name: YoungMoms Executive Director Name: Molly Henry  
Address: P.O. Box 376, Kennett Square, PA 19348  
Interim Director E-mail: **Molly.Henry@youngmomscommunity.com**  
Phone: 855-964-666 Board of Directors Chair Name: **Casey Irwin, President**  
Website: [www.youngmomscommunity.com](http://www.youngmomscommunity.com) Primary Contact Name: Molly Henry  
Year Incorporated: July 2015  
Primary Contact E-mail: **Molly.Henry@youngmomscommunity.com**

Has your nonprofit ever applied to the Community Foundation? Yes  No\_\_ Not Sure\_\_  
Has your nonprofit ever received funding from the Community Foundation? Yes  No\_\_ Not Sure\_\_  
 Donor Advised Fund(s)  Fund for Chester County \_\_\_ Don't know/Not sure

**Field/s of Interest:**

Arts, Culture & Humanities  Environment/Animal Welfare  Education  
 Health  Human Services \_\_\_ Religion

**Organization Information:**

**Geographic Area Served** (If not all of Chester County, specify primary Chester County regions served):

YoungMoms serves young mothers that reside in Southern Chester County (Kennett Square, Avongrove and Oxford Area School district).

**Describe Population Served and Annual Number of People Served:**

YoungMoms serves pregnant and parenting young women living in Southern Chester County, PA, who enter the program between the ages of 14 and 21 years old. Many deal with a myriad of issues including domestic violence, poverty, language barriers, depression, unemployment, incomplete schooling, homelessness, and a general lack of options and opportunities. In addition to the many individual challenges facing the youth in our program, teen mothers are a significantly high-risk population. Teen moms are more likely to drop out of school, and less than 40% obtain a high school diploma. Teen mothers are much more likely to live in poverty than their non parenting counterparts, with over 80% of them relying on welfare within the first few years of giving birth. Teenage moms are more likely to experience depression, substance abuse, and abusive relationships than their non-parenting peers. Children of teen mothers are also a high-risk population. They are more likely to receive inadequate prenatal care, be born prematurely, face significant physical and developmental delays, do poorly in school, be at risk of child abuse, and live in poverty than those children born to adult mothers.

We anticipate that during 2020 we will directly serve 65 young moms, and indirectly serve approximately 85 children and 12 young dads.

**Mission:**

The mission of YoungMoms is to inspire and equip young moms to build thriving futures for themselves and their families.

**Proposal Summary:**

YoungMoms respectfully requests \$7,000, for General Operating funds.

Funding would be instrumental in strengthening, maintaining and expanding programs and services to better address the needs of our participants.

Specifically, funding will allow YoungMoms to:

- Provide individualized support, advocacy, and case management services to pregnant and parenting young women
- Provide a comprehensive post-secondary education plan for participants, including connecting them to local colleges, certification and training programs
- Provide support with employment opportunities, including training in job search, resume writing, and interview skills
- Provide life skills training in parenting, budgeting, nutrition, and other areas
- Train, match and provide ongoing support to mentors as they encourage and provide practical assistance to their young mom

**If Capacity Building Proposal, the focus is:**

Mission, Vision & Strategy    \_\_\_ Governance & Leadership    \_\_\_ Strategic Relationships  
Fundraising & Development    \_\_\_ Technology

**Annual Budget \$402,600.00**

80 % of budget for program expenses

10 % of budget for administrative expenses

10 % of budget for fundraising expenses

*100 % total*

3 # of Full-Time Equivalent Paid Staff

9 # of Board Volunteers

138# of Active Non-Board Volunteers

2460 # of Volunteer Hours

**Top 3-5 funding sources:**

United Way Southern Chester County \$31,660

Philadelphia Foundation \$20,000

Hamilton Family Foundation \$15,000

**Grant Amount Requested from the Community Foundation: \$7,000.00**

## **Nonprofit's history, goals, key achievements and distinctiveness**

The mission of YoungMoms is to inspire and equip young moms to build thriving futures for themselves and their families. YoungMoms was started in 2010 as a program of The Garage Community and Youth Center, and as of January 2016, operates as a separate and independent 501(c)3 non-profit organization.

YoungMoms provides the academic, employment, parenting and relational support pregnant and parenting young mothers need to achieve their life goals and improve their lives and those of their children. YoungMoms empowers these young women to take control of their lives and equips them with new skills to face challenging circumstances and overcome obstacles. Over the last 10 years, YoungMoms has helped more than 180 teen moms stay in high school, pursue college education or vocational training, gain parenting and other life skills, and connect with community resources.

There is no similarly individualized and comprehensive support program in our area that provides the combination of case management support, life skills instruction, one-to-one mentoring, and community building activities. Our goal is that each participant will:

***Achieve academic and employment goals:*** We provide support to our young moms to complete high school, attain their GED, or enter training, certification and degree programs. We assist them in developing resume-writing, job search and interviewing skills. We network with area businesses to learn about job opportunities and connect clients to jobs within the community.

We focus heavily on education – both the completion of high school, training and degree programs, and the acquisition and development of a variety of life skills, including financial management, decision-making, time management, effective communication, and nutrition. Vocationally, we help participants develop resume-writing, job search and interviewing skills, connect them to local employment opportunities, and maintain long-term employment despite intervening life challenges.

***Gain life and parenting skills:*** Staff and volunteers provide ongoing life skills instruction in areas such as healthy relationships, budgeting/financial management, and child development. We teach our young moms effective communication, conflict resolution, decision-making and time management skills. YoungMoms uses the evidence-based Parents as Teachers “Partnering with Teen Parents” curriculum as the basis of our parenting support. YoungMoms provides sexual health and reproduction educational materials, and connects participants and their children to medical and dental care.

***Grow in self-esteem and feel part of a community of support:*** One of the primary challenges facing young mothers is isolation from peers and from the community at large – a leading cause of depression and substance abuse. YoungMoms holds monthly dinners and workshops where teen moms have an opportunity to develop relationships with peers in similar life circumstances and with positive adult role models. Many of our young moms are matched to a trained volunteer mentor who provides additional encouragement and support.

Young moms often remain in the program between two and four years, allowing us to assist them in overcoming obstacles which might normally derail their progress in achieving goals. This long-term investment in the life of a young woman is what makes our program uniquely effective.

To date in 2020, we have served 60 young moms, all of whom identified academic, employment, relational and parenting goals and created a plan to achieve them. In 2019, our annual client survey reported 100% of participants felt YoungMoms encouraged them to complete their education or pursue additional certification or training. 90% of unemployed or underemployed clients were trained in resume writing, interviewing and job search skills, and 87% of participants were employed and/or enrolled in a school/training program. We helped young moms continue with high school, GED or C.N.A. programs, enroll in college, and obtain a driver's license or a learner's permit – a necessity for their work/school obligations. In response to a recent increase in the number of Spanish-only speaking young moms, we offered a 5-session English Language Development workshop series during the summer of 2019 and weekly virtual ELD classes during the summer of 2020--equipping these young moms with essential English skills they will need to further their education, gain meaningful employment, and navigate social service supports.

YoungMoms has become an essential resource that brings a sense of confidence and optimism to young mothers and empowers them to break the underlying cycles of poverty, abuse and low self esteem that often influence teen pregnancy.

### **Fund Request**

YoungMoms respectfully requests \$7,000 for General Operating funds.

Funding would be instrumental in strengthening, maintaining and expanding programs and services to better address the needs of our participants.

Specifically, funding will allow YoungMoms to:

- Provide individualized support, advocacy, and case management services to pregnant and parenting young women
- Provide a comprehensive post-secondary education plan for participants, including connecting them to local colleges, certification and training programs
- Provide support with employment opportunities, including training in job search, resume writing, and interview skills
- Provide life skills training in parenting, budgeting, nutrition, and other areas
- Train, match and provide ongoing support to mentors as they encourage and provide practical assistance to their young mom

### **Description of key initiatives**

The following initiatives help us serve our target population and fulfill our mission. Young women are referred to the program by the Chester County Health Nurses, school counselors and nurses, other community partners, and by the current YoungMoms participants.

**Case Management services:** When young women first enter our program, a comprehensive assessment is completed by YoungMoms staff. After immediate needs are addressed, we work with each young mom to develop short and long-term academic, employment, parenting, and relational goals, and to create a plan to achieve them. We connect them with area resources, provide educational/vocational assistance, and help them develop their parenting skills.

**Mentoring:** Participants are matched with a trained adult female mentor who provides the support and encouragement necessary to enable the young mom to accomplish both short and long term goals. Mentors build a relationship of trust and support through weekly contact and regular outings and activities. Mentors provide encouragement and life skills instruction to their mentee, as well as practical help with transportation, tutoring and child care.

**Monthly Club Dinners/Workshops:** Participants receive enrichment education in multiple life areas and have the opportunity to build relationships with peers in similar life situations and with positive adult role models. Clubs are held monthly in both Kennett Square and Oxford (these are being conducted virtually during the COVID-19 crisis). Recent Club/workshop topics included: resume-writing and interviewing skills, dental health, handling challenging child behaviors, budgeting & financial management, sexual health & reproduction, interacting with your child, cooking, nutrition, and time management skills. Supplemental workshops and trainings are offered as needed.

**YoungDads Program:** Over time we have observed that for those clients who are living with a partner or father of the child, progress toward their goal achievement is slowed or halted if their partner is not provided with similar opportunities for support. In response, we initiated a YoungDads program in 2015, which is designed to empower these young men to reach their potential as men and fathers. Participants meet monthly with a core group of

volunteers who encourage and equip them to improve parenting skills, navigate work/life balance, and make wise relational and life decisions.

### **Specific needs and issues to be addressed**

The COVID-19 crisis has brought unique challenges to our young moms and our organization. Most of our young moms are low-wage service workers/hourly employees who have now lost their jobs or experienced drastically-reduced work hours. These young women were already living paycheck to paycheck while navigating very difficult life circumstances. Though we are not currently able to meet face to face or in large group gatherings, we are nevertheless working hard to ensure that each young mom is well-supported, healthy, and able to navigate all the challenges this crisis brings. We have adapted (and will continue to adapt) our programming and service delivery to accommodate this ever-changing situation and to make sure that our young moms are continuing to move forward in achieving their core academic/vocational, parenting, and relational goals.

Many of our clients face huge challenges including: incomplete education, unemployment, housing instability, domestic violence, isolation, lack of health care, and depression. Nationally, less than 40% of teen mothers finish high school and fewer than 2% have graduated college by the time they are 30. YoungMoms is working to change these statistics in our local community.

### **Why it is important to fund this now**

YoungMoms' client base has grown tremendously over the past few years, making expanded funding from our community partners a growing necessity. Many of our clients face huge challenges including poverty, incomplete education, unemployment and lack of health care. These challenges are exacerbated by the current crisis surrounding COVID-19, since our clients' safety nets are very, very thin.

### **How impact and results will be demonstrated**

Funding would allow us to research and implement best practices for service delivery, build strong systems and policies, and generally increase sustainability for the organization. The impact of our program is demonstrated through enhancing services to our clients and continuing on a sustainable trajectory of expansion. Local schools, governments, citizens, and organizations rely on YoungMoms to guide its pregnant and parenting teens to financial independence, healthy family lives, and vibrant participation in the community.

*Chester County*  
COMMUNITY FOUNDATION

**CAPACITY BUILDING GRANT PROPOSALS**

**“Capacity building is whatever is needed to bring a nonprofit to the next level of operational, programmatic, financial, or organizational maturity, in order to more effectively and efficiently fulfill its mission.”**

*National Council of Nonprofits*

**Capacity building initiatives may include (but are not limited to) projects which address:**

- **MISSION, VISION & STRATEGY:** Organizational Assessment; Strategic & Business Planning
- **GOVERNANCE & LEADERSHIP:** Board Development; Executive Transition/Succession Planning; Leadership Development; Staff Training & Professional Development
- **STRATEGIC RELATIONSHIPS:** Coalition Building; Collaboration; Mergers & Acquisitions; Strategic Restructuring
- **DEVELOPMENT:** Donor Identification, Cultivation, Development & Stewardship; Development Campaigns (Annual, Capital, Planned Giving, Major Gifts); Earned Income Development; Social Enterprise Feasibility & Development; Marketing, Branding & Communications
- **OPERATIONS:** Business Continuity Planning; Financial Management; Human Resources; Volunteer Management; Industry Certification; Risk Management; Technology Improvements

**Capacity Building Grants have been used to fund the following initiatives:**

- **Strategic Analysis, Plan development and implementation**
- **Technology enhancements, including website design and development; donor tracking and development software**
- **Marketing Materials**
- **Development of Financial management and control systems**

**Please note the following regarding the grant process at the Chester County Community Foundation:**

**Donor Advised Funds:** Approximately 99% of the grants issued by the Community Foundation are through the generosity of the Fund Advisors who created donor advised funds. Approximately \$2.2 + million is granted annually to nonprofits in Chester County and beyond.

**Capacity Building Grants:** The Community Foundation has a pool of unrestricted funding to support capacity building initiatives. A separate grant proposal (using the same application format) must be submitted to be considered for a capacity building grant.

To inform donors of grant proposals that have been received by the Foundation, the grant proposal cover sheet and narrative are posted on the Community Foundation’s website with a link to the nonprofit’s website. Periodically, our donors are mailed a written list of all grant applications received, and directed to the grant proposal webpage so they can review active grant proposals. Community Foundation staff also discuss active grant proposals during donor meetings, when donors are interested in the causes served by the nonprofit.

E-mail completed proposals to [grants@chescocf.org](mailto:grants@chescocf.org)  
Please contact Kevin Baffa or Beth Harper Briglia at (610) 696-8211 or [grants@chescocf.org](mailto:grants@chescocf.org)  
if you have any questions. Thank you.