



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

## 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.





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# COVID-19 Rapid Response Mini-Grant Letter of Request

Date:

**Contact Information**

Organization Name: Community, Youth and Women’s Alliance, Inc.  
Address: 423 E. Lincoln Hwy., Coatesville, PA 19320  
Phone: 610-384-9591  
Website: cywa.org  
FEIN: 23-1365995

ED/CEO Name: Lila Singleton  
ED/CEO E-mail: lsingleton@cywa.org  
Board Chair Name: Carmen Green  
Primary Contact Name: Lila Singleton

Primary Contact E-mail: lsingleton@cywa.org

In a few brief paragraphs, please explain:

1. What geographic area is served? *City of Coatesville and surrounding areas*
2. What population is served, what has been the impact of COVID-19, and how has your nonprofit responded?

The Food Distribution program serves about 100 families per day. Food Distribution varies throughout the week from several donated resources such as Wegmans, Walmart, WAWA, Whole Foods which require volunteers to go to the specific destination and retrieve the food. These donations are a necessary supplement to meet the needs of healthy types of food for the residents being served. The CYWA even supports food for pets (primarily dog and cats) of the family on specified days. Several families have called to say they’ve experienced COVID exposure to their family and are not able to come and pickup food for their family. We’d like to be in a position to have a volunteer transport food to their homes.

3. How much funding is sought?

\$5,000 for various Food Program related items, such as transportation stipends for the volunteers for families experiencing COVID 19 outbreak and cannot get to the CYWA for the Food distribution program and a stipend for the volunteer who updates our food distribution website and social media page and advertises our food distribution events.

4. How does this compare to your annual operating budget?

There is not budget for our Food Distribution Program. The Food Distribution program works on a donation only basis. Chester County Food Bank and Philabundance provide food distribution services on a weekly basis but do not always have the type of food needed to serve the community as a whole. However, the Food program itself has many faith-based organizations who provide warm meals for lunch and dinner approximately 2 days a week. Primarily during the lunch hour since many Soup kitchens have been closed due to COVID 19.

What will the funding be used for?

On a daily basis, the CYWA receives phone calls from resident of the community who may have a family or family member with COVID 19 and need to have food distributed to their homes. We currently have 5 volunteers with vehicles who are willing to transport food but may need to have a gas stipend to get the food distributed.

Social Media advertisement is the best form of getting the communication to most of the community residents and we have a volunteer who is primarily responsible for providing updates and upgrades to our social media outreach via our website and facebook page. I’d like to provide a stipend to the volunteer advertising our services and getting people

from the community to engage in our services. This person is not asking for a stipend but I feel this is a necessary outreach and would like to be able to award the volunteer with some sort of stipend.

The CYWA is specifically asking for support to provide the necessary daily needs of the community at large when it comes to Food distribution services. These funds will be used to provide health and human safety to support daily living during the COVID 19 pandemic and to assist with the immediate needs of residents who may not be able to be given services by the CYWA for food pickup due to the lack of transportation.

5. **What is the expected timeframe for use of funds?**

If awarded these funds, the CYWA would use the funding immediately for social medias, food distribution transport services and warm meals for in house residents. Residents of the Homeless shelter are not able to cook hot meals, they only have a microwave and cooking skillet to prepare meals for their children. Because of fire and safety rules of the CYWA, we are not able to provide stove for the kitchen in the Shelter. We do not have 24/7 staff coverage and have had problems with fires in the past.

With the assistance of this grant opportunity, our organization could benefit a great deal from the funding awarded to assist with the immediate needs from the onset of the funding through approximately June 2021 for community residents being served by the CYWA.

Please email [grants@chescocf.org](mailto:grants@chescocf.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@chescocf.org](mailto:grants@chescocf.org).  
Beth, Steph, Cierra or Kevin will answer you.