

CHESTER COUNTY COMMUNITY FOUNDATION
GRANT PROPOSAL SUMMARY SHEET

Fund for Chester County Capacity

One page only. This page will be shared electronically with Grant Panel Members & Fund Advisors.

Note: If Philanthropy Network's Common Grant Application is used, CCCF's **Summary Sheet MUST accompany application.**

To obtain an electronic version of this application, visit www.chescocf.org

Date: 8/28/2021

Contact Information

Organization Name: Brandywine Battlefield Park Associates ED/CEO Name: Robert "Hank" Weaver
Address: P.O. Box 202, Chadds Ford, PA 19317 ED/CEO E-mail:bbpadevelopment@gmail.com
Phone: (610) 459-3342 Board Chair Name: Robert "Hank" Weaver
Website: www.bandywinebattlefield.org Board Chair Approval (check here):
Year Incorporated: 1971 Primary Contact Name: Robert "Hank" Weaver
FEIN: 23-2143174 Primary Contact E-mail:r.hank.weaver@gmail.com

Organization Information:

Field/s of Interest:

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

Mission: The mission of the Brandywine Battlefield Park Associates (BBPA) is to preserve, interpret and share the impact of the enduring story of the Battle of the Brandywine, the largest single day land battle of the American Revolution. BBPA fulfills this mission by providing educational and historical programs to students and the community.

Geographic Area Served (If not all of Chester County, specify primary Chester County regions served): All of Chester County and surrounding areas in Southeastern Pennsylvania.

Describe Population Served & Annual Number of People Served: BBPA serves an average of 6,000 people annually. Children in grades K-12 attend the educational programs. Those served come from many different backgrounds and economic status including individuals, families, school children, seniors, historians and those serving in the military.

Annual Budget \$ 126,000 # of Full-Time Equivalent Paid Staff 2
70 % of budget for program expenses 7-11 # of Board Volunteers
27 % of budget for administrative expenses 40* # of Active Non-Board Volunteers
3 % of budget for fundraising expenses 2000* # of Volunteer Hours
100 % total * denotes pre-pandemic volunteer participation

Top 3-5 funding sources: Longwood Foundation: \$15,000; DelCo Strong 2: \$25,000; Connelly Foundation: \$12,000 for 2 years; Chester County Innovation and Resiliency Fund: \$10,000; Crestlea Foundation: \$5,000

Is this grant proposal for: Capacity Building or General Operating ?

If Capacity Building Proposal, the focus is:

Mission, Vision & Strategy Governance & Leadership Partnerships & Collaborations
 Fundraising, Development & Marketing Technology Other: _____

Grant Amount Requested from the Community Foundation: \$ 2,000

Proposal Summary: Funding for General Operating will provide BBPA with vital support as we transition to a return to in-person programming with the resumption of revenue generating activities.

II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

Provide clear, concise information. 3 pages maximum.

BRANDYWINE BATTLEFIELD PARK ASSOCIATES GENERAL OPERATING INITIATIVE

1. Organization's history, goals, key achievements and distinctiveness

The Brandywine Battlefield Park Associates (BBPA) was founded in 1971 by a dedicated group of volunteers to help support the Brandywine Battlefield Park. BBPA duties and responsibilities have changed over the decades. BBPA is responsible for managing the office and gift shop, conducting tours, educational programs, special events and providing museum oversight. BBPA also manages Park operations and visitor services. The Pennsylvania Historical and Museum Commission maintains park facilities and historical content. The Battle of the Brandywine occurred in an area of ten square miles. Currently only 215 acres have been preserved. The Brandywine Battlefield Park site maintains fifty-two (52) of the 215 acres. BBPA strives to keep these 52 acres open and available for everyone to enjoy. Prior to the COVID-19 BBPA served over 6,000 members of the community a year.

The Brandywine Battlefield Park was closed on March 21, 2020 in response to Governor Wolf's social distancing recommendations. BBPA conducts all in-person programming at the Brandywine Battlefield Park. The closure of the Park resulted in the cancellation of all in-person and revenue generating programs. BBPA responded immediately by changing from our Park location to working remotely and continued to maintain the staff who worked to provide virtual programming to our community. On July 2, 2021 the Park was reopened on a limited basis of two days a week. BBPA is currently operating on a hybrid schedule whereby we are at the Park on Fridays and Saturdays and working remotely for the remainder of the time.

BBPA has actively engaged the community through remote programming since March, 2020. Accomplishments achieved during the past sixteen (16) months have exceeded expectations.

- BBPA provided daily and weekly social media posts for the community. Topics were related to life in the 18th century, the American Revolution and the Battle of the Brandywine. Posts included #Museum Mondays, # Weapons Wednesdays, #Tech Thursdays and #Figure Fridays. The Brandywine Battlefield Orientation Film was posted on YouTube. All offerings were free to the public and reached an audience of 8,807 community members.
- Remote live programming events were provided for the community. Topic included "Remembrance Day 2020," "Destruction and Wanton Waste, the Impact of War in a Peaceful Valley" and "18th Century Medicine."
- *Colonial Days Remote Education Series*: Students have been unable to attend the educational program "Colonial Days" at the Park. Teachers expressed a need for the program. BBPA responded to the needs of teachers and students through the development of *Colonial Days Remote Education Series*. This program is comprised of ten (10) videos, each representing an aspect of the traditional program. Teachers and homeschool parents are able to rent specific individual videos or the entire series for one month. Teachers and parents can schedule the video times and view them as often as needed. The videos are accompanied by a Teachers Manual. This program was launched in March, 2021.

The Brandywine Battlefield Park is the *Gateway to the Battle of the Brandywine and the Philadelphia Campaign of the American Revolution*. BBPA provides students and visitors with tours, programs and historical insights as they begin their *Revolutionary Adventure* at the Park where *History Lives!*

The Park has been open on Fridays and Saturdays since July 2, 2021. Since the reopening BBPA has engaged the community through the provision of tours at the two historic houses located at the park and operation of the Museum, Gift Shop and Orientation film. BBPA's goal is to resume pre-pandemic operations at the Park once it is safe for the staff, volunteer, students and community to do so. BBPA will

also continue to provide remote opportunities to the community given the current uncertainty related to the variants of the COVID-19 virus.

Objectives include:

- Expanding operations at the Park to three days per week, on Friday, Saturday and Sunday, effective October, 2021. Resume a regular schedule and programming by March, 2022.
- Resume in-person programming and events at the Park and as indicated by regulatory agencies. Plans call for the following At-the-Park events: Remembrance Day, September 11, 2021 and Family Fun Day, October 16, 2021. BBPA will accommodate requests from schools and teachers for At-the-Park programming as health guidance permits.
- Expand upon the current volunteer program to help meet the needs of the in-person programs.

2. Funding request

BBPA requests support for the organization's General Operating Initiative. The COVID-19 pandemic necessitated the cancellation of all revenue generating programs and events since March, 2020. BBPA relies on these program and event revenues for general operating support. BBPA has turned to the philanthropic community to request assistance with meeting this need. BBPA does not receive any state or federal financial support.

BBPA has been able to continue operations because of funding provided by the SBA-PPP, foundation grants and CARES Act grants. This funding enabled BBPA to be very productive as demonstrated by the development, implementation and distribution of remote and virtual programming. This programming is a revenue source but only replaces a portion of the income from the cancelled programs and event activities.

The General Operating Initiative will support:

- Employee payroll and payroll benefits
- Costs related to a hybrid schedule of operating both at the Park two days per week and remotely when not at the Park. The General Operating Initiative will support both the Park Office operations and the Remote (home) Office operations. Costs will include Zoom subscription, postage, office equipment and supplies and consultant fees.
- Reopening expenses including marketing announcements for programs and events.

Funding the General Operating Initiative now will provide BBPA with the financial stability needed to continue with the reopening plans. Support will ensure BBPA's position for a complete and successful reopening and serve our students and the community to *"keep history alive!"*

.The impact of the General Operating Initiative will have an incredibly positive impact on BBPA's ability to continue to reopen and move forward once the current pandemic is behind us.

- BBPA will continue to employ staff while maintaining both Park and Remote offices. Impact will be demonstrated when BBPA can conduct all operations the Park and eliminating the need for remote offices.
- BBPA will expand in-person programming while continuing to provide remote program opportunities.
 - Impact will be demonstrated with the Colonial Days for school students. The program will be provided at the Park for the benefit of a total 1,000 students.
 - Impact will be demonstrated with Summer History Camp. The program will be provided at the Park for the benefit of a total 400 campers.
- BBPA will be able to capture 75% of pre-pandemic revenues through the provision of programs, events and activities.
 - BBPA will conduct four special events during the 2021/2022 fiscal year for members of the community.

III. ATTACHMENTS

E-mail or mail this support information

1. Copy of 501 (c) (3) federal tax-exempt letter
 2. List of Board of Directors, with their affiliations
 3. Most recent annual report & financial statement, audited if available
 4. Itemized organizational operating budget with actual results for prior fiscal year & current fiscal year to date
 5. If capacity building initiative, itemized budget (including external consultant's proposal, if applicable)
 6. Current strategic plan. If your nonprofit does not have a current strategic plan, explain why.
- Use this form @ www.chescof.org to apply online for grants from all Community Foundation Funds.
 - **Email proposals to grants@chescof.org**
 - Proposals are considered "complete" when CCCF has **confirmed** receipt of the **Grant Proposal Summary Sheet, Narrative & Attachments**.
 - Proposals are shared electronically and online with Fund Advisors, Donors & Grant Panels.
 - Per IRS Regulations, applicants must be charitable, tax exempt organizations with 501(c)(3) certification & cannot be individuals.

Please contact Grants Administrator Kevin Baffa at
(610) 696-8211 grants@chescof.org with questions.