

GRANT PROPOSAL GUIDELINES

- We **connect people who care with causes that matter, so their philanthropy makes a difference now & forever.**
- We are a **collection of Field of Interest & Donor Advised Funds** with **@\$3.5M granted annually** to nonprofits in Chester County & beyond.
- **99%** of our grants are made by our generous Fund Advisors, who make grant decisions all year.

Proposals submitted by nonprofits are considered for 2 types of grants:

Field of Interest & Donor Advised Funds (No Deadline)

- ◇ Grants **focus on Chester County** causes & issues, but are not limited to Chester County.
- ◇ Charitable nonprofits working **in all fields of interest** are considered for grant awards. (I.e. arts, culture, & humanities; education; community improvement; environment; religion; health; & human services)
- ◇ **General operating** grants are encouraged. Nonprofits should be specific about their mission, goals, & measurable outcomes.
- ◇ Proposals can be submitted **anytime all year.**
- ◇ Grant decisions are made **intermittently** all year, as Fund Advisors desire.
- ◇ Grant **awards** typically range from **\$500-\$7,500.**

Fund for Chester County Capacity Building Grants (Due 9/15)

- ◇ For eligibility in this grant program, nonprofits must be **located in & serve Chester County.** NPO's with budgets of \$500,000 or less are given preference.
- ◇ The goal of capacity building grantmaking is to **strengthen the effectiveness of NPO's serving the Chester County region,** in areas including:
 - Mission, Vision & Strategy
 - Governance & Leadership
 - Partnerships & Collaborations
 - Operations & Technology
 - Fundraising, Development & Marketing
- ◇ Proposals must be submitted by **September 15** to be eligible for consideration.
- ◇ Grant **awards** typically range from **\$500-\$5,000,** with monies distributed by **February.**

- Use this form @ www.chescocf.org to apply online for grants from all Community Foundation Funds.
- **Email proposals to grants@chescocf.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)-698-8211** or **grants@chescocf.org** with any questions.

I. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL SUMMARY SHEET

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: 09/15/2021

Contact Information

Organization Name: The Garage Community & Youth Center ED/CEO Name: Kristin Proto

Address: 115 S. Union Street, Kennett Square, PA 19348
122 Rosehill Ave, West Grove, PA 19390

Phone: 610-444-6464

Website: www.garageyouthcenter.org

Year Incorporated: 2001

FEIN: 10-0007967

ED/CEO E-mail:

Kristin.proto@garageyouthcenter.org

Board Chair Name: Sean Deminski

Board Chair Approval (check here):

Primary Contact Name: Kate Martin

Primary Contact E-mail:

kate.martin@garageyouthcenter.org

Organization Information:

Field/s of Interest:

Arts, Culture & Humanities

Environment/Animal Welfare

Education

Health

Human Services

Religion

Mission: The mission of The Garage is to empower youth to pursue their potential academically, relationally, and spiritually. Our desired impact is to: help youth make wise decisions about themselves, their core convictions, their relationships, their educational pursuits, and interactions with their communities. The Garage assists students to begin a cycle of hopefulness by acknowledging and taking steps to overcome life challenges, engage in programs, trusting The Garage as a second home, taking part in shaping activities, and enjoying productive experiences.

Geographic Area Served (*If not all of Chester County, specify primary Chester County regions served*):
Southern Chester County, primarily the Greater Kennett Square and West Grove area.

Describe Population Served & Annual Number of People Served:

The Garage serves a diverse group of 6th-12th grade students comprising 79% Latino, 3% African American, 6% Mixed race, 11% Caucasian, and 1% Asian. Our target population is from economically depressed households with parents who work long hours in the mushroom industry and face numerous language and cultural challenges; these students lacked the home academic support needed to overcome these challenges because the majority of their parents do not speak English and have not completed their own secondary education. Many students come from single parent and economically disadvantaged households, of which neither the mother nor the father is the primary caretaker. For 49% of our population neither parent has completed higher education and 75% of students are eligible to receive free and reduced lunch based on familial income. The students who come to The Garage face substantial struggles and are looking for support to navigate through complex issues such as domestic violence, dysfunctional homes, addiction, desire to drop out of school, self-mutilation, teen pregnancy, peer pressure related to drugs/alcohol/sex, language barriers, and peer/familial discouragement regarding academic achievement.

Annual Budget \$ 722,934

85 % of budget for program expenses

6 % of budget for administrative expenses

9 % of budget for fundraising expenses

5 # of Full-Time Equivalent Paid Staff

10 # of Board Volunteers

124 # of Active Non-Board Volunteers

1,893 # of Volunteer Hours

Top 3-5 funding sources: The United Way of Southern Chester County, The Pew Charitable Trust, The Longwood Foundation,

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: Capital Support

Grant Amount Requested from the Community Foundation: \$10,000

Proposal Summary: The Garage Community & Youth Center respectfully requests \$10,000 of Capital Support for acquisition, construction, and rehabilitation of the building located at 121 Pennsylvania Ave, Avondale PA for space to provide expanded programs, activities, services, and partner services to further the organizations mission for the families of our students and similar target population residents in Avondale and the surrounding community.

II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

Provide clear, concise information. 3 pages maximum.

1. Nonprofit's history, goals, key achievements & distinctiveness

In 2001, a local pastor and businessman saw the opportunity for a reclaimed car garage to serve a greater purpose than service vehicles. The Garage Community & Youth Center (The Garage) was born from his passion to serve the community and almost two decades later, we continue to thrive in Kennett Square. This success launched the desire to open a second location to serve more youth in the surrounding communities. In 2011, The West Grove location opened its doors to local youth.

Our programs focus on how to overcome seemingly insurmountable obstacles that our students face, while fostering healthy adult and peer relationships and building self-esteem and healthy habits. We focus on achieving the follow specific goals through our programmatic outputs:

- *Create an environment where teens feel safe and their basic needs are met:* The Garage prides itself on providing a safe, open environment, where all students are welcome, regardless of circumstances, beliefs, or abilities. In the wake of the isolation of the COVID-19 pandemic, we are excited to provide a space where students feel supported physically, emotionally, and mentally.
- *Encourage students to stay in school and to continue their studies after graduation:* In the age of virtual education, we provide a support system through relationships and tangible services including computer lab access, tutoring, and internet access to assist with studies. High school-age students are encouraged to participate in our MAPS Program which will continue to assist with post-secondary navigation.
- *Promote social, and professional development:* The Garage promotes and provides healthy and impactful relationships with adults who our students can trust through mentorship, community service, and program activities. The Garage has a wide network of partners who provide presentations and programs including career insights, enrichment activities, tutorials, and more!
- *Promote economic opportunities:* Career Compass employs up to 15 students during the summer, 25-30 hours per week for 8 weeks. Program participants complete a formal application and interview process and are placed at worksites around the community based on their professional aspirations. Past host sites have included law firms, doctors' offices, educational institutions, police departments, and other private businesses. Weekly resource workshops are required for students to attend which builds further skills in financial literacy, communications, professional development, and other job and life skills.

The year 2020 provided unpredicted and unprecedented challenges which were felt on both a local and global level. The Garage Community & Youth Center faced these hurdles with a steadfast sense of hope and community compassion and is proud to report on a successful albeit unconventional year of youth programming serving the Southern Chester County community. For the 2020-21 school year The Garage is proud to report the following successes:

Academic Achievements

63% of core Garage students ended the school year with a "C" average or higher in all their core subjects

91% of active Garage seniors graduated high school

90% of students say The Garage helps them do well in school

76% of Garage students have a plan for after high school

72% of Garage students have a career goal

Behavioral Achievements

81% of Garage students are interested in volunteer commitments and opportunities in their community

92% of Garage students have gained supportive friends at The Garage

98% of Garage students have gained supportive adults at The Garage

95% of Garage students are more likely to honor their commitments

Self Esteem Achievements

87% of Garage students have gained motivation at The Garage

97% of Garage students have gained an interest in trying new things

94% of Garage students know that they are created with value and purpose

2. Funding request

The Garage Community & Youth Center respectfully requests \$10,000 of Capacity Building support for acquisition, construction, and rehabilitation of the building in Avondale for space to provide expanded programs, activities, services, and partner services for the community.

3. Description of key initiatives

The Avondale location proposed in this application would be a replacement for the facility which GYC currently rents in West Grove Borough. This building, located at 121 Pennsylvania Avenue, Avondale, PA 19311 would provide nearly four times more space for youth programs, food and meal distribution, adult education programs, workforce development programs, weekend recreational activities, and community meeting space. Additionally, the proposed building for purchase is the former Avondale Fire House, built in 1902. This historic space will be repaired and maintained as a GYC facility for many years to come! Our vision is to expand our programs for the current Avon Grove School District middle and high school students, while also expanding social and community services for the families of our students and similar target population residents in Avondale and the surrounding community.

1. Added Capacity

- a. 50% increase in student enrollment from Avon Grove School District expected
- b. Increase in attendance frequency expected with a better quality space
- c. New partnership with Octorara Middle and High School will add additional youth. Through continued partnership with the CCIU 21st Century Learning Center and the Mighty Writers Program, GYC envisions partner programs for K-5 students occupying the space simultaneously to our 6th-12th grade programs anticipating service to an additional 100 students annually.

2. Program Enhancement

- a. Indoor gym space
- b. Expanded commercial kitchen
- c. Quiet academic study space
- d. WiFi and computer access including digital literacy and skill development as well as adult education, parent education, and family literacy programs
- e. Makerspace studio for hands-on learning

3. Community Service

- a. Added space for community service partners to reach vulnerable families
- b. Added community meeting and event space
- c. Opportunities for additional volunteers
- d. More community involvement in Garage programs allowing GYC to partner with the CCIU, TCHS, DCCC, LCH, the Avon Grove library, and the Avon Grove School District to bridge the divide between Avondale Borough lacking resources, education, and services

4. Nutrition and Food Insecurity

- a. Larger kitchen space for daily meal distribution
- b. Larger storage space for grocery and food distribution
- c. Teaching kitchen for cooking classes
- d. Rental of kitchen for partners
- e. GYC has an established network of partnerships which will bring services and resources to the Borough of Avondale. Through a partnership with Chester County Food Bank, GYC plans to build a free-choice food pantry within our Avondale facility to support food access for low-income borough residents. Weekly food distribution will be provided to qualifying families.

5. Long-term Sustainability

- a. Gaining an organizational asset rather than renting space
- b. All building upgrades remain ours
- c. Rental opportunities for income generation
- d. Once our mortgage is paid off, more funding can go towards students and programs!

4. Specific needs & issues to be addressed

A major goal of The Garage is to provide academic, social, workforce development, and life skills programs and services which will break the cycle of generational poverty. Currently, there are no social services available located in Avondale Borough. All residents must travel outside of the borough for access to educational and human services. Citing the Avondale Borough strategic plan, "provision for community facilities, services, and utilities to meet current and future needs in a coordinated, efficient, and fiscally sound manner" is one of the priority community goals identified via public input and further examined during the planning process. The Garage has been providing structured and strategic programming within reliable and accessible community facilities for twenty years in multiple locations of Southern Chester County. Proposed programming would expand the services of The Garage to align with and fulfill the community facilities and services tangent of Avondale

Borough's strategic plan while celebrating and supporting the predominant LatinX culture of Avondale Borough (60% of Avondale Borough residents are Latino/Hispanic).

Further, Avondale's median household income is estimated at \$72,868, approximately 18% lower than Chester County. Its per capita income is estimated at \$22,695, approximately 50% lower than Chester County. In 2019, 86% of Garage students qualified for free and reduced lunch, a statistic that increased by 4% reporting 90% of students qualify in 2020. Through the steady and recurring population being served by supply drive distribution and the increase in overall population qualifying for free and reduced lunch, The Garage predicts that many families' financial and otherwise related issues will continue to deepen and most likely escalate in the future. According to a study by the New England Journal of Medicine, due to the COVID-19 pandemic, 1 in 4 school-aged children do not have access to reliable food. Our organization recognizes the difficulties of generational poverty and continues to integrate services and support that provide a framework to our students and their families to successfully navigate the upward path out of financial instability. This is a long-term impact that requires years of direct investment, relationship building, advocacy, guidance, and the collaborative efforts of multiple systems that affect our families.

5. Why it is important to fund this now

The Garage acts as a source of opportunity and encouragement to our community youth and their families. Our programs focus on how to overcome seemingly insurmountable obstacles that our students face, while fostering healthy adult and peer relationships and building self-esteem and healthy habits. The Garage recognized the need for programming to address the "COVID Slide" related to education in August 2020. The student population of The Garage is already marginalized academically due to various barriers including lacking home support, English language acquisition, and cultural priorities regarding education. The impact of COVID-19 was deep and detrimental to our population, students struggled with lack of technology resources including up to date and functioning devices, access to internet, and lack of technology troubleshooting in multiple languages. According to American Community Survey, 33% of Avondale Borough residents over the age of 25 have less than a high school diploma. One of the pillars of Garage programming is to encourage students to stay in school and to continue their studies after graduation. In the age of virtual education, we provide a support system through relationships and tangible services including computer lab access, virtual tutoring, and internet access to assist with studies. High school-age students are encouraged to participate in our MAPS Program which will continue to run virtually to assist with post-secondary navigation. Finally, students who actively participate in our programs demonstrate positive life skills while avoiding risky behaviors such as gang activity, drugs, alcohol, violence, teen pregnancy, and truancy.

6. How impact & results will be demonstrated

Once established at the Avondale location, GYC will maintain the following schedule: GYC is open 46 weeks annually, 4-6 days per week, including an eight weeks summer youth workforce development program. GYC operates Monday- Thursday 3-7PM during the school year (August-June). Summer program operates Monday-Thursday from 11AM-4PM for eight weeks (June-Aug). Additional collaborative programs, including food pantry operations, community events, adult education and ESL classes, workforce development opportunities, etc will operate above and beyond the youth program hours.

Project Timeline:

- 3.21 GYC purchase offer for building located at 121 Pennsylvania Avenue Avondale, PA 19311 is accepted by seller
- 5.5.21 GYC applied for mortgage
- 5.5.21 - Building appraisal ordered
- 5.14.21 - Building inspections completed
- 5.18.21 - Mortgage approved
- 5.21.21 - Zoning Hearing Board Application submitted to Avondale Borough
- 6.23.21 - Zoning Hearing Board approved Special Exception for GYC activities
- 8.3.21 - Appraisal received and seller applied for tax reassessment
- 8.28.21 GYC due diligence period ended
- 9.17.21 - GYC settles on property purchase
- September 2021 - April 2022 - Rehabilitation of building space
- April - GYC moves operations into Avondale Building

Our organization administers pre and post program surveys to track student growth over program duration. In addition, surveys are sent to parents at the completion of the school year to gain insights from inside the home. Information collected is used to measure the success of our program and to continuously refine and improve our services. In 2019, The Garage launched use of an updated database system, Apricot. The database streamlines our data to improve accuracy, improve how data is used to inform programming decisions, and improve efficiency and capacity of staff. Information collected is used for virtual program attendance and is used to measure the success of our program and to continuously refine and improve our services.

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.
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so their legacies make a difference.*

WHAT IS CAPACITY BUILDING?

Capacity building helps bring a nonprofit to the next level of operational, programmatic, financial, or organizational maturity, in order to more effectively & efficiently fulfill its mission.

Capacity building may include (but is not limited to) projects which address:

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