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.chescof.org](http://www.chescof.org) to apply online for grants from all Community Foundation Funds.
- Email proposals to [grants@chescof.org](mailto: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)-698-8211** or [grants@chescof.org](mailto:grants@chescof.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, CCF’s Summary Sheet MUST accompany application.
To obtain an electronic version of this application, visit www.chescocf.org

Date

Contact Information
Organization Name: Spring City Public Library
ED/CEO Name: Julie Wiant
Address: 245 Broad Street, Spring City, PA 19475
ED/CEO E-mail: jwiant@ccls.org
Phone: (610) 948-4130
Board Chair Name: Terry McCarthy
Website: https://springcitylibrary.org/
Board Chair Approval (check here): [x]
Year Incorporated: 1984
Primary Contact Name: Diane Skorina
FEIN: 23-1365174
Primary Contact E-mail: dskorina@yahoo.com

Organization Information:
Field/s of Interest:
- [x] Arts, Culture & Humanities
- [___] Environment/Animal Welfare
- [x] Education
- [___] Health
- [x] Human Services
- [___] Religion

Mission:

Geographic Area Served (If not all of Chester County, specify primary Chester County regions served):
Spring City Borough, East Vincent Township, East Coventry Township

Describe Population Served & Annual Number of People Served:
The Spring City Public Library serves a total population of 13,462 people residing in three different
townships. The latest data, from 2019, shows the Library had 32,684 visitors; a total circulation of
38,167 items; 322 programs serving children, young adults, and adults, with a total attendance of 2,955
people; and 4,083 sessions on the public computers in the Library.

Annual Budget $126,094
- 80% of budget for program expenses
- 15% of budget for administrative expenses
- 5% of budget for fundraising expenses

# of Full-Time Equivalent Paid Staff 1
# of Board Volunteers 7
# of Active Non-Board Volunteers 0
# of Volunteer Hours 574.5

Top 3-5 funding sources:
The State of PA; Chester County; Municipalities served: Spring City Borough, East Vincent Township, &
East Coventry Township; donations.

Is this grant proposal for: Capacity Building [x] or General Operating [___]?

If Capacity Building Proposal, the focus is:
- [___] Mission, Vision & Strategy
- [___] Governance & Leadership
- [___] Partnerships & Collaborations
- [___] Fundraising, Development & Marketing
- [x] Technology
- Other: __________________________

Grant Amount Requested from the Community Foundation: $50,000
Proposal Summary:

We seek a technology capacity building grant of $5,000 from the Chester County Community Foundation to go towards a professional website re-design of https://springcitylibrary.org/. This will enhance our digital presence for our patrons, creating what we consider to be a “digital branch” of our library. A new website will better enable us to make searching for our local materials more straightforward, promote our programs, support our fundraising efforts and seek feedback to enhance our services.
Spring City Library’s history, goals, key achievements & distinctiveness

The Spring City Public Library has been a well-loved fixture in Spring City Borough for over 110 years. The library serves patrons in the Borough, East Vincent Township & East Coventry Township, as well as throughout Chester County as a member of the Chester County Library System. We are progressively thinking about the future. We are the stewards of a community center in a mixed-income borough, with many patrons who are economically disadvantaged, and we want to ensure that this Library will stand years into the future serving all of the generations to come. So often we hear a patron say, “Oh, I came to the old library building as a child!” Now they bring their children to story time in a new library, equipped for today.

The dedication to and love for the library is perhaps best illustrated by the bequest of $500,000 some years ago from the longtime former librarian, Bertha Brower. She was not a flashy woman, but her hard work, saving, and generosity allowed her to leave money to the library so that it could remain a central fixture in the community of Spring City well into the future. Her care and passion for the library, which sits on a small side street in a predominantly working class town, allowed us to build a brand new building which opened in 2014. This brand new building took the dedication of an involved Board, staff, and municipality working together to build it from the ground up. This was a key achievement not just for the library itself, but for the Borough of Spring City. We consider this new building a major contribution to revitalization efforts that are ongoing in the town. We are especially proud of the fact that we were able to open the building without a mortgage.

Patrons love coming to this library for many reasons. They often comment on how warm and welcoming the staff is, how much they enjoy our high-quality programming, and how they appreciate the wide variety of materials available in such a small library (as a member of the Chester County Library System, our local patrons have access to all of the county resources with the click of a button). Many of our patrons do not have easy access to the Internet, so they come to take advantage of the three public computers and a self-service print/copy/fax/scanner. Especially for these patrons, but really for everyone (from the youngest child to the senior citizen) who comes in, the Library provides a clean, safe, climate-controlled space where they can access information, search for jobs, find leisure reading and attend programs. The Library’s dedicated volunteers come weekly to help shelve books, read shelves, catalogue and cover new books, and more. These volunteers love the library and the community so much that they give willingly of their time to keep the library thriving. During the pandemic, we continued to offer important services to the community, including: virtual programming, curbside pickup of physical materials, digital access to many e-books, and wireless access in our parking lot. We remain an important part of the community through thick and thin.

Capacity Building Funding request

We seek a technology capacity building grant of $5,000 from the Chester County Community Foundation to go towards a professional website re-design of https://springcitylibrary.org/. This will enhance our digital presence for our patrons, creating what we consider to be a “digital branch” of our library. A new website will better enable us to make searching for our local materials more straightforward, promote our programs, support our fundraising efforts and seek feedback to enhance our services.
How will this capacity building initiative impact your nonprofit?

- Though we are grateful for the volunteer who created our current website, a look at it (https://springcitylibrary.org/) will show that it leaves much to be desired in terms of usability, currency, and overall design. With a professionally designed website, we will be able to highlight our programming, new additions to our collection, community events, and more. We envision it serving as a “digital branch” of our physical library. Additionally, with the leadership of our talented Executive Director, we have begun a sustained, long-term fund development effort. We need our website to be a vehicle for fundraising, able to both promote our efforts and collect payments electronically throughout the year. Working with a professional website designer, we will be able to create a more effective design, and then train library staff and volunteers on how to update it to keep the content fresh and relevant.

How will this impact be measured?

- The impact of the website will be measured in several ways:
  - After the website is live, we’ll be able to track visits to it using Google Analytics on a monthly basis.
  - One month, six months and one-year after launch, we will survey our patrons about their opinions of the website in an effort to continually improve the content.
  - We will measure whether we see increased financial contributions to the library throughout the year. We expect this to be the case because the new website will make it easier to collect donations electronically. We intend to use the new website as an integral part our fund development efforts next year.

Include a description of the expected activities; timeline & costs to implement the initiative. If external consulting services are required, include the anticipated costs & expertise of the consultants to be hired. Include external consultant proposals if applicable.

- This is a relatively straightforward project. As soon as the grant money is received should we be selected to receive it, we will immediately begin to seek a reputable local web design firm who can work with us within the $5,000 budget to completely overhaul the website, with the aim to sign a contract within one month of the search. We expect the redesign project to take up to three months, with a launch of the new website happening no later than Summer of 2022 with a big promotion of our very popular summer reading program. Part of grant money will go towards training of the library staff to effectively maintain the website so that it stays current. Though we have not yet sought estimates or proposals for a full website redesign, our Executive Director has experience with such projects from her previous place of employment, and is aware that the cost will likely be more than the asked for funding. We intend to fund any additional costs with donations and operational funds.

Why it is important to fund this now & How impact and results will be demonstrated

As is true for so many individuals, businesses and non-profit organizations, the pandemic created many challenges to reaching our patrons. We use Facebook, an e-newsletter and a quarterly print newsletter to communicate, but we don’t have a reliable, easy-to-use website for our patrons. Perhaps most importantly, as we work to create long-term financial sustainability, we are cultivating major donors, strengthening relationships with local businesses, and educating our municipalities about the importance of their budget dollars to our operations. We need to be able to point these constituencies to a professional website so that they can see the impact we are having and know that we are seriously making efforts to reach everyone in the community through digital means. The funding we seek for this website redesign project will allow us to communicate more effectively, better serve our diverse community of patrons, and attract investment.
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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[Chester County Community Foundation]

*Connecting people who care with causes that matter, 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**