

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.**

- ◇ 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 CCF 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: August 26, 2021

Contact Information

Organization Name: Gateway HorseWorks
Address: 2045 Union Hill Rd Malvern PA 19355
Phone: 484-433-9911
Website: gatewayhorseworks.org
Year Incorporated: 2015
FEIN: 47-5474101

ED/CEO Name: Kristen de Marco
ED/CEO E-mail: kristen@gatewayhorseworks.org
Board Chair Name: Kristen de Marco
Board Chair Approval (check here):
Primary Contact Name: same as above
Primary Contact E-mail: same as above

Organization Information:

Field/s of Interest:

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

Mission: Gateway HorseWorks incorporates horses for the mental health treatment of people.

Geographic Area Served (If not all of Chester County, specify primary Chester County regions served): Chester County and the Greater Philadelphia Area

Describe Population Served & Annual Number of People Served: Gateway HorseWorks serves community members throughout Chester County and beyond who are historically most underserved and marginalized. We make meaningful mental healthcare accessible through partnerships to Veterans, human trafficking survivors, adults and youth impacted by the justice system, people in recovery, COVID-19 essential workers, youth in residential treatment, people experiencing homelessness and bereaved children and families. Over the past 5 years Gateway HorseWorks has experienced exponential growth annually. Despite the challenges of 2020, Gateway HorseWorks was able to provide services through a total of 481 sessions and 149 unique clients. Our current treatment team is projected to provide services to a total number of 1200 sessions and 500 unique clients in 2021.

Annual Budget \$ \$230,000 # of Full-Time Equivalent Paid Staff 3
75% of budget for program expenses 6 # of Board Volunteers
18% of budget for administrative expenses 20 # of Active Non-Board Volunteers
7% of budget for fundraising expenses 600 # of Volunteer Hours
100 % total

Top 3-5 funding sources:

The Berndt Family Foundation
Christa and Calvin Schmidt
The Hallowell Family Fund
Paul and Melissa Anderson
The Cooley Family Foundation

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

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: \$7,500

Proposal Summary: Gateway HorseWorks seeks financial support of our mission to make meaningful, innovative mental health treatment accessible to all in our community by supplementing the cost of sliding scale/low/no cost sessions for youth, individuals, and families most in need in Chester County. Equine-Assisted Psychotherapy is a valuable trauma-informed modality and can serve to cultivate resilience and transformation through client-driven solutions. Since 2015 Gateway HorseWorks has grown exponentially as a thought leader in the field of Equine-Assisted Psychotherapy while centering the experience and needs of our clients rooted in service of our community in Chester County. With eight active community programs and growing, our organization continues to advocate for accessibility, inclusivity, and sustainable treatment models in mental health care for all.

II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

Provide clear, concise information. 3 pages maximum.

1. Nonprofit's history, goals, key achievements & distinctiveness
2. Funding request
 - Description of key initiatives
 - Specific needs & issues to be addressed
 - Why it is important to fund this now
 - How impact & results will be demonstrated
 - For capacity building grant proposals:
 - How will this capacity building initiative impact your nonprofit?
 - How will this impact be measured?
 - 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.

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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*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**
Business Continuity Planning - Financial Management - Human Resources - Volunteer Management - Industry Certification - Risk Management - Technology Improvements