

I. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL SUMMARY SHEET

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

Note: If Philanthropy Network of Greater Philadelphia's Common Grant Application is used, the Community Foundation's

Summary Sheet MUST accompany application.

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

Date 9/12/2021

Contact Information

Organization Name: Oxford Educational Foundation Executive Director/CEO Name: Dr. Ray Fischer

Address: 125 Bell Tower Lane, Oxford, PA 19363

Executive Director/CEO E-mail: rfischer@oxfordeducationalfoundation.org

Phone: (717) 947-0075 Board of Directors Chair Name: Steve Roberts

Board Chair approval XX

Website: www.oxfordeducationalfoundation.org Primary Contact Name: Dr. Ray Fischer

Year Incorporated: 1994 Primary Contact E-mail: same as above FEIN: 23-2774066

Has your nonprofit ever applied to the Community Foundation? Yes X No__ Not Sure__

Has your nonprofit ever received funding from the Community Foundation? Yes X No__ Not Sure__

___ Donor Advised Fund(s) X Fund for Chester County ___ Don't know/Not sure

Field/s of Interest:

___ Arts, Culture & Humanities

___ Environment/Animal Welfare

X Education

___ Health

___ Human Services

___ Religion

Organization Information:

Mission: The mission of the Oxford Educational Foundation is to enhance the quality of education in the Oxford Area School District by providing mentoring, tutoring and classroom volunteer program for the students and professional grants for the faculty that encourage the development of innovative programs.

Geographic Area Served (If not all of Chester County, specify primary Chester County regions served): The Oxford Educational Foundation serves students in the six Oxford Area School District's schools in southern Chester County.

Describe Population Served and Annual Number of People Served: The Oxford Educational Foundation with approximately 119 volunteers serves approximately 475 students (20-21) in the Oxford Area School District in a mentoring, tutoring and classroom volunteer program (virtual). In addition, the OEF provides competitive professional grants for faculty that will fund innovative programs. In 2019-20 (no grants in 20-21) fourteen faculty members received professional grants that ranged between \$250 and \$1500. The impact of these grants affected approximately 2340 students.

Annual Budget \$ \$188,623

74% of budget for program expenses

of Full-time Equivalent Paid Staff

22% of budget for administrative expenses

15 of Board Volunteers

4% of budget for fundraising expenses

108 of Active Non Board Volunteers

100 % total

2467 of Volunteer hours (20-21)

Top 3-5 Funding Sources: Donations from Donors, United Way of Chester County, Annual Campaign Oxford Area Civic Association, OEF Road Rally Signature Event

Is this grant proposal for: Capacity Building XXX or General Operating_____

If Capacity Building Proposal, the focus is:

___ Mission, Vision & Strategy ___ Governance & Leadership ___ Strategic Relationships

X Fundraising, Development and Marketing ___ Technology Other:_____

Grant Amount Requested from the Community Foundation: \$ 3,000

Proposal Summary: The Oxford Educational Foundation (OEF) is a non-profit that provides mentors, tutors, classroom volunteers, and grants to teachers in the Oxford Area School District with the services of two part-time employees and an active Board of Directors. Due to the pandemic we have a emphasis on marketing our organization with refreshing our Annual Report, refreshing the OEF logo , updating OEF street banner OEF Volunteer brochures. We have refreshed our website and would be interested in utilizing a consultant for critical updates and training of several of our board members to be webmasters. Our mantra this year is **recruit, recruit and recruit**. As we grow and want to increase our visibility with volunteers and donors, we can do this through a marketing campaign.

**CHESTER COUNTY COMMUNITY FOUNDATION
FUND FOR CHESTER COUNTY CAPACITY BUILDING INITIATIVE
GRANT PROPOSAL NARRATIVE 2021**

Organizational History, Goals, Key Achievements and Distinctiveness

The Oxford Educational Foundation was formed in 1994 by a group of alumni, concerned parents and educators and was led by John Pittenger, former Commonwealth of Pennsylvania Secretary of Education. Mr. Pittenger was a resident of the school district and had a passion for the advancement of public education.

The mission of the OEF is to enhance the quality of education in the Oxford Area School District and contribute to the success of Oxford students. We do this by assisting the Oxford Area School District in the enhancement of education with respect to, but not limited to, the at-risk student population. Our mentoring/tutoring program is designed to augment the classroom work with additional study assistance. Mentoring provides an adult to guide the student, and improve their performance in school. Tutoring provides assistance in specific subjects. We seek to supplement the students' studies by bringing together the Oxford community human resources and the public education system. To date we have approximately 110 volunteers who are mentoring and tutoring students and are volunteering in an assistive role with teachers.

The goal is to increase the number of volunteers to a minimum of 150 by the end of our 2021-24 strategic plan in order to provide the number of student contacts with volunteers and students. The OEF's Volunteer Coordinator, collaborates with volunteers, school counselors, teachers, and administrators to identify the needs of students and match them with the most appropriate mentor or tutor. The evaluation of the 2019-20 school year found that 83% of the parents who responded to the survey as a positive influence on the students in the program. Ninety-six percent of the faculty who responded saw a positive effect for the students.

For the past twelve years, the OEF has been recognized as an Educational Improvement Organization by the PA Department of Community and Economical Development. Achieving this status allows our foundation to solicit and accept donations from businesses who in turn receive favorable PA income tax credits up to 75% depending on their level of donations. The 2020-21 school year, we received donations in the amount of \$24,000 from businesses which enabled the OEF to fund Project Reel which is an innovative collaboration between the Oxford Area High School Chemistry Department and Ohio State University and Early College Academy a collaboration between Cecil College and Oxford Area High School, Robotics a program in grades 2 thru 12 with approximately 175 student participating, Band to Orchestra (Strings) is an addition to the music program which will allow the OASD School Band programs to become orchestras. Strings is presently in grades thru six. Next year 7 and 8 will be added to the program.

2. Funding Request

Description of Key Initiatives

Mentoring, Tutoring and Classroom Volunteers

The Mentoring and Tutoring Program serves students of the Oxford Area School District. Mentoring is provided for students who have been identified as at-risk by school counselors and teachers. Volunteer mentors meet one-on-one with at risk students weekly, either during the school day, or immediately after school. Mentoring addresses the social and educational needs across the curriculum, to improve the academic performance of the student. The volunteer tutors work one-on-one, or with small groups of students, to master the material covered in class. In the elementary schools, some tutors work with every student in a class to review new material or to read, and other tutors work with the Response to Intervention students. Tutoring in the high school is provided for students whose teachers and school counselors have identified as needing additional assistance in a particular subject, and the sessions are typically one hour per week. The tutors communicate regularly with the teacher, and follow the approved school curriculum. This year we have been collaborating with the Lighthouse in providing volunteers to the after school program, specifically during Homework Help.

Professional Grants for Faculty

The OEF provides professional grants ranging from \$250 to \$1500 to the faculty of the OASD. This program was established to stimulate innovative ideas to enhance a teacher's classroom activities. These fresh new ideas and program pilots, when tied to the educational goals of the school district, are often key catalysts for student improvement and achievement. Proposals are accepted four times during the

school year. These proposals are reviewed by the building administrator and district administration to ensure that they coordinate with the curriculum. They then are reviewed by the OEF Special Projects Committee to assess how it supports the mission of the Foundation, the number of students to be served, and whether it can be replicated by other teachers. In addition, the Foundation receives a proposal from each school building on an innovative project they are working on or would like to initiate. This grant is called the John C. Pittenger grant, named after its founder and first president. In the past, grants were given for creating Butterfly Gardens, STEM and STEAM Classrooms, Breakout Kits in grades 1 and 2 and for the program on anti-bullying called Rachel's Challenge. Most recently, Forensic Kits to Penn's Grove Middle School to be inserted in their science curriculum.

Leaving a Legacy Endowment

In the spring of 2017 the Board of Directors of the OEF decided that a portion of the accumulated endowment funds would be placed with the Chester County Community Foundation. This decision was part of the overall Leaving a Legacy program to grow the endowment. The Board wanted all potential donors to know that the funds would be professionally managed. An additional part of the arrangement was the ability of the CCCF to provide ongoing assistance to the OEF to expand their role as a nonprofit organization. Beth Briglia, the Vice President of Philanthropy Services, met numerous times with the OEF Ways and Means Committee and during several community roundtables during 2018 and 2019. Beth continues to meet with the OEF Board to share how each Board member can play a part in growing the Foundation and the Endowment. As of June 30, 2021 the OEF has approximately 747,000 in their Leaving a Legacy Endowment Program. This is an approximately \$40,000 increase over last year. The goal is one million dollars by 2026.

Specific Needs and Issues to be address

The OEF is interested in a full our marketing campaign in order to recruit volunteers. This would involve redesigning our Annual Report, updating volunteer brochures and street banner, website training and consultant to refresh critical information, train several of our members to be webmasters with assigned areas of OEF activities. Our mantra this year and moving forward is RECRUIT, RECRUIT and RECRUIT. This reflects our focus areas of increased communication and volunteerism in our updated strategic plan (2021-21)

C. Capacity Building Grant Proposals:

How will this capacity building initiative impact your nonprofit?

As the organization grows we aim to increase our volunteerism and increase awareness by creating a consistent and compelling message that is delivered through diverse strategies to a community-wide audience. A refreshed website was one of our first steps to achieving this goal.

Why is important to fund now

Students have regressed in their curriculum. The marketing campaign for increased volunteerism and increased communication to the community at large will more students to be served through our tutor, mentor and classroom volunteer programs.

How impact and results will be demonstrated and measured?

The impact of a marketing campaign will be measured by the additional volunteers we will be able to recruit. In addition, to retain the volunteers we presently are on our rolls. The measurement will be additional volunteers that will be able to provide more service to students after a difficult 18 months and possibly several more to come. Strategic Plan Goal is a minimum of 150 volunteers (presently 119) by end of 2024.

Description of the expected activities: timeline and costs to implement the initiative

Our strategic plan lists specific activities in order to achieve the focus areas of increased communication and volunteerism. The volunteer committee and External Affairs (public relations) committee are working in unison on several fronts in the marketing campaign. Our goal is to complete by the Annual meeting in October, 2022. The costs are following:

OEF Annual Report \$1850 OEF contribution \$1850
Website consultant from Can Can Tech Services \$500 OEF contribution \$500

OEF brochures \$300 OEF contribution \$300
Street Banner \$350 OEF contribution \$350