

## 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)	Fund for Chester County Capacity Building Grants (Due 9/15)
<ul style="list-style-type: none"> <li>◇ Grants <b>focus on Chester County</b> causes &amp; issues, but are not limited to Chester County.</li> <li>◇ Charitable nonprofits working <b>in all fields of interest</b> are considered for grant awards. (I.e. arts, culture, &amp; humanities; education; community improvement; environment; religion; health; &amp; human services)</li> <li>◇ <b>General operating</b> grants are encouraged. Nonprofits should be specific about their mission, goals, &amp; measurable outcomes.</li> <li>◇ Proposals can be submitted <b>anytime all year.</b></li> <li>◇ Grant decisions are made <b>intermittently</b> all year, as Fund Advisors desire.</li> <li>◇ Grant <b>awards</b> typically range from <b>\$500-\$7,500.</b></li> </ul>	<ul style="list-style-type: none"> <li>◇ For eligibility in this grant program, nonprofits must be <b>located in &amp; serve Chester County.</b> NPO's with budgets of \$500,000 or less are given preference.</li> <li>◇ The goal of capacity building grantmaking is to <b>strengthen the effectiveness of NPO's serving the Chester County region,</b> in areas including:               <ul style="list-style-type: none"> <li>○ Mission, Vision &amp; Strategy</li> <li>○ Governance &amp; Leadership</li> <li>○ Partnerships &amp; Collaborations</li> <li>○ Operations &amp; Technology</li> <li>○ Fundraising, Development &amp; Marketing</li> </ul> </li> <li>◇ Proposals must be submitted by <b>September 15</b> to be eligible for consideration.</li> <li>◇ Grant <b>awards</b> typically range from <b>\$500-\$5,000,</b> with monies distributed by <b>February.</b></li> </ul>

- Use this form @ [www.chescocf.org](http://www.chescocf.org) to apply online for grants from all Community Foundation Funds.
- **Email proposals to [grants@chescocf.org](mailto: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](mailto: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](http://www.chescocf.org)*

**Date 4/6/2022**

## Contact Information

Organization Name: The Garage Community & Youth Center ED/CEO Name: Kristin Proto  
Address: 115 S. Union St, Kennett Square, PA 19348 ED/CEO E-mail: Kristin.proto@garageyouthcenter.org  
Phone: 610-444-6464 Board Chair Name: Sean Deminski  
Website: www.garageyouthcenter.org Board Chair Approval (check here):   
Year Incorporated: 2001 Primary Contact Name: Kate Martin  
FEIN: 10-0007967 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. We assist students to begin a cycle of hopefulness by acknowledging and taking steps to overcome life challenges, engage in Garage programs, trusting The Garage as a second home, taking part in shaping activities, and enjoying Garage experiences.

### Geographic Area Served (If not all of Chester County, specify primary Chester County regions served):

Southern Chester County, primarily the Kennett Square and Avondale communities. Additionally, The Garage is fostering and expanding partnerships in Western Chester County with Octorara Area School District.

### Describe Population Served & Annual Number of People Served:

Through all the changes we face together, The Garage remains a liaison between the community and our families. In 2021, The Garage served 323 individual students for a total of 7,858 visits to The Garage. 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. Many Garage families speak little-to-no English, thus most of the resources, information, and opportunities are overlooked.

In 2021, The Garage served a diverse group of 6th-12th grade students comprising 79% Latino, 3% African American, 6% Mixed race, 11% Caucasian, and 1% Asian. 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 as a result of living between 130-180% of the poverty level (Up to \$48,470 household income for a family of 4).

The Garage has worked to diversify and reach a variety of youth in need through growing our robust partnerships beyond local school districts to include Octorara Area School District in Western Chester County. Further, The Garage is excited to serve more students from varying backgrounds by providing leadership opportunities to those who wish to participate in program but also serve as mentors to current Garage youth.

Many students come from single-parent and economically disadvantaged households, of which neither the mother nor the father is the primary caretaker. 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** \$ 823,250 4 # of Full-Time Equivalent Paid Staff  
85 % of budget for program expenses 11 # of Board Volunteers  
6 % of budget for administrative expenses \_\_\_\_\_ # of Active Non-Board Volunteers  
9 % of budget for fundraising expenses \_\_\_\_\_ # of Volunteer Hours  
*100 % total*

**Top 3-5 funding sources:** The United Way of Southern Chester County, The Hamilton Foundation, The Blue Yak 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: \_\_\_\_\_

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

**Proposal Summary:** The Garage Community & Youth Center respectfully requests \$10,000 of general operation support to help fund the ongoing expenses for After School Programming in our Kennett Square and expanded Avondale space.

## 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. The Garage is currently expanding to a larger location in the Avondale Borough and will be transitioning services from our West Grove space to this new location.

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 equips youth to begin a cycle of hopefulness by acknowledging and taking steps to overcome life's challenges through engaging youth in Garage programs which build knowledge of self, others, resources, and opportunities. The Garage exists to provide academic, vocational, and social-emotional guidance, a safe and welcoming community, and advocacy on behalf of our youth and their families. All programs provided at The Garage are developed to address the following objectives:

- *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 Garage Community & Youth Center 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

Garage students increased GPA scores by 20%  
90% of students say The Garage helps them do well in school  
85% of students reported routinely doing their homework  
85% of Garage students have a career goal

#### Behavioral Achievements

80% of Garage students are interested in volunteer commitments and opportunities in their community  
93% of Garage students have gained supportive friends at The Garage  
85% of Garage students are more likely to honor their commitments

#### Self Esteem Achievements

93% of Garage students have gained motivation at The Garage  
93% of Garage students have gained an interest in trying new things  
90% of Garage students know that they are created with value and purpose

### 2. Funding request

## • Description of key initiatives

Our mission of supporting youth academically, relationally, and spiritually to pursue their highest potential remains unwavering. It is within the interaction of negative social and behavioral influences, educational inequities, discriminatory residency status, and socio-economic issues in which The Garage's work exists. The Garage is also aware that many barriers exist that transcend race, gender, and socio-economic status, and affect all youth. The Garage is excited to anticipate the offering of the following programs to support our mission:

**Academic Support:** The Garage's daily, academic support time serves to empower students to achieve, which will open them up to further opportunities. Emphasis on academic performance is geared towards giving youth the tools they need to finish high school and be in a position where they can pursue post-secondary education or training, or gainful employment, thus empowering them to have hopeful futures and confidence in their endeavors. The Garage provides tutors, both in-person and virtual, to assist students with one-on-one attention and academic support.

**MAPS (Motivating and Advancing Powerful Students):** We focus on advising and counseling Garage students as they prepare for and transition to life after high school graduation. MAPS offers presentations and workshop sessions related to career interests and opportunities, post-secondary education and training programs, and personal aptitude and passion identification. The Garage's Graduate Coordinator works with high school students at both Garage centers to navigate the new system of post-secondary success in relation to COVID-19.

**Career Compass:** The Garage's workforce development program is an extension of our summer program opportunities. Because many of our student's families depend on them financially, summer is typically when students are not engaged with The Garage or any other support programs. Unfortunately, employment opportunities for youth are limited, and most students resort to a strenuous agricultural job. Through Career Compass, students are hired and paid to work at host sites around the community related to their post-secondary career interests.

**Nutrition and Incentive Cafe:** The Garage provides a nutritious meal at each in-person session to nourish our students physically, but also to provide fuel and focus for the day's activities. We work with many partners including local restaurants, The Chester County Food Bank, Kennett Consolidated School District, Avon Grove School District, and surrounding grocery stores to provide food and supplies to our students regularly. In addition, students may "earn" points for engaging in programs, completing homework, serving the community, etc., and with their points, students can then "purchase" additional specialty snacks.

**Garage Body Shop:** The pandemic forced communities inside for the sake of health and safety, but the lasting effects on youth included a drop in physical activity, organized sports, and general movement. To combat this trend, The Garage's newest program, The Garage Body Shop provides weekly fitness and physical health workshops. Students learn about the benefits and safety of weight lifting, proper cardio, stretching, and how to maintain healthy growing bodies. Students work together to perform physical activity, but also learn trust and relational skills through a safe and comfortable workout space.

**Mentorship:** The Garage works to develop relationships not only between students, but between students and adults they can trust. Garage mentorship programming thoughtfully curates mentor pairs based on desire to be personally involved with a student to help him or her achieve personal and academic goals, sensitivity to persons of different educational, economic, cultural, or racial backgrounds, and the ability to communicate with teenagers and adults openly and non-judgmentally.

**Enrichment:** Our Enrichment activities fuse tutoring, mentoring, and service to holistically support our students. Enrichment activities are not only developing and growing academically, but also manifesting self-discovery including personal, intellectual, social, and emotional areas. Programs include but are not limited to STEAM, Boys and Girls Enrichment programs, and additional relational activities.

**Self-Care:** The Garage recognizes that health is more than physical upkeep, but mental and emotional as well. The mental health effects of COVID-19 have been felt both locally and universally by many. The Garage combats this trend with twice-monthly Self-Care programming to provide students with therapeutic tools to navigate complex emotions and feelings and form practical healthy relationship skills with oneself and others. Further, The Garage has partnered with New London Counseling Center to provide more structured mental health programs and a streamlined referral for services.

**Community Service:** Now, more than ever, the actions of service over self are valued and needed in our community. The Garage offers opportunities for community service, when deemed safe and appropriate, both volunteer and court-mandated, to those who are looking to serve our mission and community. Through service, students can explore career options, learn about additional community resources, as well as create a habit of giving back to their local community.

## • Specific needs & issues to be addressed

In Pennsylvania, the "prime time for juvenile crime" is between the hours of 2 PM and 6 PM (After School Alliance, 2019), The Garage responded to this statistic by offering programming to the communities of Kennett Square and West Grove during after school hours in a

safe, structured, and fun environment. The After School Alliance reports that for every one participant in a quality after school program, there are two more who would participate but can't because there are no programs available to them (2019). Further, the population served by The Garage faces distinctive challenges that require tailored and encompassing services from community partners to ensure success. Garage families and youth were considered a marginalized population before the onset of the pandemic, and have continued to face larger hurdles as we collectively navigate life in the wake of COVID-19.

The Garage has continued to monitor the effects of the COVID-19 pandemic on the mental health of our students. Our population is unique, and faces a unique set of additional challenges regarding mental health and supports. 79% of our student population identify as Latinx, who often culturally stigmatize mental health related issues. The University of Texas' Department of Educational Psychology conducted a study regarding access to mental health supports for low-income Latinx youth. The study states, "providers emphasized how combined family and socioeconomic risk contributed to disengagement from services and described schools and community programs as buffering this risk".<sup>1</sup>

The effects of the COVID-19 pandemic continue to affect our population almost two years later and have created a notable shift in the plans of many secondary age students. The US Census Bureau's 2020-2021 Household Pulse study revealed that three in four households reported education plan disruption. Further, African American and Latinx respondents were more likely to report plan cancellation, while Caucasians are more likely to report taking classes in different formats. Our organization understands that our population faces an additional set of hurdles to successfully enroll in post-secondary education including cultural and language barriers, socioeconomic status, access to information, and reliable transportation. Through programmatic pillars of academic and vocational skill building The Garage provides tailored services to our population that work in tandem to provide multiple forms of support, skill building, and experience to our students and potentially combat the declining enrollment rates.

### • Why it is important to fund this now

The population that The Garage serves is faced with daily struggles, daily uncertainty, and social and cultural barriers, many of these challenges have deepened during COVID-19. The Garage is proud to continue to provide service for the past twenty years and act as a source of stability, comfort, dependency, and "normalcy" in one of the least normal times our community has ever faced. The Garage serves as a central hub of opportunity, either providing students directly with what they need or making connections with other community partners to provide. The Garage's major strength is providing the individualized support necessary for each student to reach his or her potential. This venture requires extensive staff and volunteer time. A significant portion of the funding received for The Garage is restricted to specific program activities, equipment purchases, or populations that we serve. General operating support allows us the flexibility to direct funding to where it is needed most in our agency so that we can most effectively continue to carry out our mission, maintain highly skilled and qualified staff, ensure a safe environment and adequate resources, build on the momentum from thriving programs, and manage our growing volunteer base.

### • How impact & results will be demonstrated

Garage Out of School Time programs help students to explore their options while giving them the encouragement to do well in school and life. 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.

The Garage is on track to provide the following outcomes during the 2021-22 school year:

- 375 individual middle and high School students attend The Garage during the 2021-22 school year, 150 of which will be core participants (participating 30 days or more in Garage programs)
- At least 80% of students avoid risky behavior including alcohol, drugs, and gang activity for a minimum of four consecutive weeks.
- At least 80% of students who actively participate in Garage programs report that the Garage helps them avoid skipping or dropping out of school.
- Core students actively participating in Garage programs will increase their GPAs by 25% after participating in Garage programs for an entire school year
- Students have a stronger awareness and sense of community.
- Core students report feelings of confidence in a new passion or interest or confidence to explore a potential passion or interest
- 100% of core Garage senior students who actively participate in programs provided will graduate from high school
- 90% of students who actively participate in Garage programs progress to the next grade level
- 65% of seniors who actively participated in MAPS enroll in post-secondary education or training

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<sup>1</sup> Rodríguez, E. M., & Smith, L. (2020). Provider Perspectives on Stressors, Support, and Access to Mental Health Care for Latinx Youth. *Qualitative Health Research*, 30(4), 547–559. <https://doi.org/10.1177/1049732319857695>

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



## 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