



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 07/15/22

Contact Information

Organization Name: Westside Community Center
Address: 430 Hanuum Ave. West Chester, PA 19380
Phone: 610-314-4327
Website: thewestsidecc.org
Year Incorporated: 2012
FEIN: 46-0764528

ED/CEO Name: Ryan Enns
ED/CEO E-mail: ryan@thewestsidecc.org
Board Chair Name: Nathan Candalaria
Board Chair Approval (check here):
Primary Contact Name: Lindsay Hall
Primary Contact E-mail: Lindsay@thewestsidecc.org

Organization Information:

Field/s of Interest:

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

Mission:

Our mission at the Westside is to empower families and youth academically, socially and spiritually, inspiring them to take on leadership roles in their community

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

West Chester Area School District (Borough of West Chester)

Describe Population Served & Annual Number of People Served:

Annual Budget \$ 345,750 _____ 3 3FT/3PT _____ # of Full-Time Equivalent Paid Staff
75 _____ % of budget for program expenses 7 _____ # of Board Volunteers
13 _____ % of budget for administrative expenses 35 _____ # of Active Non-Board Volunteers
12 _____ % of budget for fundraising expenses 1,800 _____ # of Volunteer Hours
100 % total

Top 3-5 funding sources:

The Pilgrim Foundation, United Way of Chester County, Westfield Bank, FSB, Individual donors & fundraisers

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: \$ 5,000 _____

Proposal Summary: The Westside Community Center respectfully requests \$5,000 of general operating support.

II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

Provide clear, concise information. 3 pages maximum.

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

In 2012, the Westside Community Center (The Westside) was founded with the mission of empowering families and youth in the West Chester area by helping them to develop academically, socially and spiritually. Ultimately, as individuals experience growth in these areas, our goal is that they will be inspired to become positive role models and leaders in the community.

In order to accomplish our mission, The Westside initially ran three distinct programs to serve community needs —The After School Program, The Community Garden and The Skate Spot. The Community Garden and Skate Spot were, and are still, open to all while the After School Program continues to serve middle and high school students in the West Chester Area School District. Over the past few years, we expanded our programming by adding a number of programs targeting the interests and needs of youth, like athletics, art, science, career paths, and spiritual development.

Additionally, In December 2018, Providence Church purchased the adjacent car wash property on West Washington Street and provided The Westside with a lease (for as long as Providence owns the property) to utilize and renovate the space as needed. Since the cease of its operation, the car wash property had been neglected and attracted drug dealing, crime and other negative activity. Providence Church and The Westside saw the benefits that this space, named "The Spot," could provide the community. Our most recent key achievement is that we have revitalized this space to provide a safe space for the community to gather. The property includes a new and expanded skate park, basketball court, picnic area, the bike shop, and futsal area, all of which are already in operation. Community members are gathering at The Spot everyday, both during our programs and also in their own free time. We are pursuing our funding goals for a new building at The Spot with the vision that it would serve the community through our new and growing programs. This building will be the operation site for our bike programs, a functional food prep area to prepare meals, provide storage for our futsal, basketball, and skate programs, and will serve the immigrant community in West Chester with an immigration service office.

In our most recent survey taken by our students that attend the After School Program, 84% of students reported that their involvement at the Westside helps them to avoid using alcohol, 80% said it helps them avoid using drugs, and 80% said it helps them avoid dropping out of school. 92% of students reported performing better academically, 76% are getting in trouble less, 80% have made more friends, 92% feel better about themselves, and 92% believe their lives have purpose.

Our distinctiveness lies in our holistic engagement with the community. As we engage the members of our community academically, spiritually, and socially, keeping a holistic perspective in mind, we are pursuing more growth in hands-on learning opportunities. We are able to do so through all of the new programs we have been launching, such as The Westside Football Club, The Westside Art Program, The Bike Shop, and the Westside Basketball Program.

2. Funding request

Description of key initiatives

- After School Program: The Westside's After School Program provides a safe place where middle and high school students can come to escape the stresses that they face on a daily basis, receive the help they need to succeed in school, as well as be provided with a hot meal twice a week. The program is open from 3:15-5:30pm, with middle school students attending on Mondays and Wednesdays and high school students attending on Tuesdays Over 80 students are served annually and an average of 20 -25 students attend daily.
- The Community Garden: The Westside Community Center wants to serve our community, to know our neighbors and know them well. We are excited to have the garden to be a place where relationships are built and food is provided. We hope that the food will grow in abundance so that it will help keep food insecurity and grocery bills low as well as keep healthy food on people's tables.

- **The Skate Spot:** Our Skate Spot was developed to provide a “safe spot-skate spot” for area skateboard youth and adults. It provides skateboarders with a much-needed legal skate spot where they can enjoy the sport they love, in a positive and friendly environment. The purpose is not only to provide a great skateboarding area, but a place where youth and adults can be encouraged and influenced by others’ life stories and Bible stories. The Skate Spot serves about 25 people, ages 14-30, at weekly “Grill & Chill” events.
- **Reimagining Academic Dreams (R.A.D.):** R.A.D. aims to provide an outlet for students (Juniors and Seniors) of the West Chester Community to be exposed to and prepared for college, apprenticeship, or the workforce through relational connections. We want to challenge students to step outside their comfort zone by making long-term goals for their future profession. (Budgeting, how to dress for an interview, applying for financial aid etc.) This past year, our R.A.D. program served 4 students each of whom received a \$500 scholarship for completing the program.
- **Girls Nights and Guys Nights:** Our Girls and Guys Nights are hosted monthly for our middle school and high school students. These evenings are an opportunity to connect students with positive adult mentors of their same gender, discuss relevant topics (self-esteem, healthy relationships, bullying) and cultivate friendship, confidence, leadership and spiritual development. An average of 5-15 students attend each of these separate events monthly.
- **Bike Shop:** The WCC Bike Shop is a space where we are able to take well-loved bikes and use them to empower and benefit those in our community. We are able to do this through two unique programs that operate out of the bike shop, Giving Bikes Back and The Bike Build.
- **STEM Club:** STEM is an approach to learning and development that integrates the areas of science, technology, engineering and mathematics. Through STEM, students develop key skills, which include problem solving and creativity. Our mission is to empower youth and families. Our STEM program will help to give youth the confidence and the necessary skills to address the practical problems that will come their way. Our STEM club serves 10 students weekly throughout the school year.
- **The Westside Football Club:** The Westside Football Club is focused on all things soccer. There are multiple components of the WFC, serving students ranging from elementary school to high school. The WFC meets weekly on Wednesday nights for futsal with about 15 students at the Spot, and this past July the WFC hosted Soccer Camp at United Sports with over 30 students in attendance. Youth who attend this camp would otherwise not be able to afford athletic training. We hope to become an official soccer team that competes in competitive leagues.
- **The Westside Art Program:** The Westside Art Program aims to grow community by the sharing of visual and performing arts. Through workshops, collective projects, performances, camps, and community installations, we engage in conversation and build relationships with the youth and families in the community of West Chester.
- **VITA:** The Volunteer Income Tax Assistance (VITA) program offers free tax help to people who generally make \$53,000 or less, persons with disabilities, the elderly and limited English-speaking taxpayers who need assistance in preparing their own tax returns. IRS-certified volunteers provide free basic income tax return preparation with electronic filing to qualified individuals. This is an awesome service that puts hard earned dollars back in the pockets of people in our communities. These dollars help people pay electric bills, heating bills and grocery bills.

Specific needs & issues to be addressed

The Westside respectfully requests \$5,000 to support our general operating budget. West Chester, PA is a beautiful town; but within it lie pockets of poverty often masked by the fancy town centers, parks and restaurants. The Westside is in its 10th year of serving over 100 disadvantaged, underserved youth in West Chester. Students served by The Westside are low-income, at-risk youth. The majority of students are minority youth and living in single parent homes. Additionally, many have experienced trauma (transient housing, homelessness, abuse, domestic violence, food insecurity), are English Language Learners, first and second-generation immigrants, and are struggling academically. Over 36% will be the first in their families to graduate high school and 68% will be the first in their families to go to college. As a result, our students lack the motivation and guidance needed to reach their potential. Rising costs of living in our community requires many of our students’ parents to work 2-3 jobs to provide for their family. Consequently, many of our students are left home alone and unsupervised in the out-of-school time hours and many will not be fed until late in the evening (if at all). Research confirms that the hours of 3-6PM are, "the peak hours for juvenile crime and experimentation with drugs, alcohol, cigarettes and sex" and that hours spent alone afterschool are, "lost opportunities to help students grow and develop the skills and competencies to make positive life decisions that can lead to their future success"

(After School Alliance). The Westside seeks to prevent these outcomes by providing a safe and supportive environment during the critical out-of-school-time hours and providing a variety of academic supports, nutritional education, leadership development and recreational activities. The Westside is committed to serving the community in this manner because we know that there is a need for positive educational and recreational opportunities to improve the health and well-being of youth and families in West Chester. We want to see the needs of our students met so they stay in school, graduate, and set goals for post-secondary education/employment. Despite being located in one of the wealthiest counties in the nation, 27% of West Chester residents live below the poverty line (double the national average of 13.1%). Within 2 blocks of "The Spot" are 2 section 8 housing communities and 4 homeless shelters within a 5-10 block radius of the park. There is a shortage of resources available to at-risk teens, for free, in West Chester, PA.

Why it is important to fund this now

Students and families served by The Westside face difficult circumstances including homelessness, addiction, language barriers, poverty, abuse, food-insecurity and/or illiteracy. Without The Westside, the majority of students served would be home alone and/or on the streets, unsupervised, substantially increasing their risk for juvenile delinquency, substance abuse and other destructive behaviors.

The COVID-19 crisis has generated significant hardship for our students and their families, and we are still seeing the effects of the pandemic today. Many parents have lost jobs due to businesses closing and/or lack of available childcare, and the inflation we are experiencing is especially tough on families who are already low-income. The Westside also serves a high population of immigrant families who are being hit especially hard as they are ineligible to apply for the financial supports being offered by the government. Additionally, students often come to The Westside to get away from the chaos and stresses of their home. We can observe the physical, mental and emotional toll this crisis is having on our students and their families. Safe and supportive environments like The Westside are needed now more than ever to ensure at-risk youth's social, mental, academic and spiritual needs are met.

How impact & results will be demonstrated

We largely measure impact through the depth and width of relationships we have with people in the community, whether that person is a student, a community member, a parent, a donor, a staff person, or a volunteer. Westside's impact is demonstrated through students like Alex, who is an immigrant to the United States from Mexico. Alex is 18 and lives with her parents and 5 younger siblings. Like many of our students, Alex is expected to oversee a lot of the responsibility of caring for her siblings. Her dad has been back and forth from Mexico over the years, often leaving her mom alone to work and provide for the family. Alex began attending The Westside in 6th grade and never misses an event or program. Westside has become her safe place and where she comes whenever she is able to let go of her responsibilities at home and work to just be a kid. Over the past few years we have observed her come out of her shell and increase in confidence and leadership. She has also formed several great friendships through The Westside and is succeeding in school both academically and in her involvement in extracurricular activities. She was recently inducted into the TCHS Honors Society, where she invited one of our Westside staff members to pin her at the ceremony. She just graduated from Henderson High School and committed to attend West Chester University for college this coming Fall. Upon completing Westside's R.A.D. program this month, she will receive a \$500 scholarship toward her education. Alex also volunteers as one of our first student leaders to help serve her younger peers as a leader for Middle School Girls Nights and our summer STEM Camp.

Additionally, The Westside administers post program surveys to students served by our organization to assess different categories of progress such as social, behavior, academic, and leadership. In terms of helping our youth to thrive in education, we also work with the schools to track student's academic performance and graduation rates. Staff also meets on a regular basis to identify program challenges and successes as well as individual students' needs and accomplishments so we can continuously revise and adapt our program as needed to best serve the community.

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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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