

## GRANT PROPOSAL GUIDELINES

- The Chester County Community Foundation **connects people who care with the causes that matter**, so their philanthropy makes a difference **now & forever**.
- We are **a collection of Field of Interest & Donor Advised Funds** with **\$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**.
- ◇ Nonprofits **budgets** must be **\$500,000 or less**.
- ◇ 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](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)

### Contact Information

Organization Name:  
Boy Scouts of America, Chester County Council  
Address: 1 Scouting Way Exton, PA 19341  
Phone: 610-696-2900  
Website: [www.cccbsa.org](http://www.cccbsa.org)  
Year Incorporated: 1919  
FEIN: 23-1365192

### Date

ED/CEO Name: Jeffrey D. Spencer  
ED/CEO E-mail: [jeffrey.spencer@scouting.org](mailto:jeffrey.spencer@scouting.org)  
Board Chair Name: Valeri Bocclair  
Board Chair Approval (check here):   
Primary Contact Name: Lara Faust  
Primary Contact E-mail: [lara.faust@scouting.org](mailto:lara.faust@scouting.org)

### Organization Information:

#### Field/s of Interest:

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

**Mission:** It is our mission "To prepare young people to make ethical and moral choices over their lifetimes by instilling the values of the Scout Oath and Law."

**Geographic Area Served** (If not all of Chester County, specify primary Chester County regions served):  
The Chester County Council ("Council") provides Scouting service throughout Chester County, PA and northern Cecil County, MD.

**Describe Population Served & Annual Number of People Served:** Currently, Council serves 3,000 youth through its five progressive programs with a continuum of opportunities for youth from kindergarten through age 20 including Cub Scouts, Scouts BSA, Venturing, Sea Scouting, and Exploring.

<b>Annual Budget</b> \$ <u>2,564,157</u>	<u>10</u> # of Full-Time Equivalent Paid Staff
<u>50</u> % of budget for program expenses	<u>31</u> # of Board Volunteers
<u>20</u> % of budget for administrative expenses	<u>1,424</u> # of Active Non-Board Volunteers
<u>30</u> % of budget for fundraising expenses	<u>20,000</u> # of Volunteer Hours
<u>100</u> % total	

**Top 3-5 funding sources:** CCRES, Mr. Nick Giuffre, Hoxie Harrison Smith Foundation, The Lasko Family Foundation, Redevelopment Assistance Capital Program (RACP) - Administered by the PA Office of the Budget

**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:** \$ 2,500

**Proposal Summary:**

To help offset the severe financial impact that the Chester County Council experienced as a result of the Covid-19 pandemic and to allow Council to further its mission by expanding its capacity to serve young people through local Scouting programs, **Chester County Council respectfully requests a grant from the Chester County Community Foundation in the amount of \$2,500.** These funds will support new youth recruitment efforts. Council's programs hinge on the ability to effectively recruit new youth every year especially in our Cub Scout programs which filter membership up through our Scouts BSA, Venturing, Sea Scouts and Exploring programs for older youth. Specifically, funds will be utilized to support promotion of our Scouting family of programs with a particular focus on Cub Scouts. Further, funds will support efforts to educate the community on the relevance and many benefits of the Scouting programs for all youth.

## II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

*Provide clear, concise information. 3 pages maximum.*

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

For more than 100 years, Scouting has helped build future leaders by combining educational activities and lifelong values with fun and adventure in the outdoors. The Chester County Council is dedicated to developing leaders of character by preparing young men and women for life. Our vision is that every eligible youth becomes a responsible, participating citizen and leader guided by these values.

The Boy Scouts of America offers programs that build character, increase health and fitness, provide leadership opportunities, and instill the responsibilities of good citizenship. Since its inception in 1910, Scouting has significantly impacted the lives of more than 111 million American youth. The Chester County Council, chartered in 1919, is one of the most successful of the 300 Councils in the United States, serving 3,000 local youth annually, and is consistently ranked in the top 5% of Boy Scout Councils nationwide in percentage of the population served. Currently, there are 117 Chartered Partner organizations that sponsor 150 Scouting programs within the Council. Due to the community-based nature of Scouting, Council relies on over 1,400 adult volunteers – parents, teachers, business and community leaders - to assist in delivering its programs.

Some significant accomplishments made by our youth during the past year include the coveted rank of "Eagle," which was earned by 155 Chester County Scouts who gave thousands of hours in community service to achieve this rank. Our Advancement Committee reports over 26,000 in community service hours were generated by Eagle Scout projects and nearly 14,000 pounds of food collected for the needy via the "Scouting for Food" good turn campaign last year. In addition, our youth members earn over 8,000 rank advancements and merit badges annually and hold more than 1,500 leadership positions throughout the year. Additionally, in September of 2021, Council officially opened its new home, The Oscar Lasko Program Activity and Resource Campus (PARC). This highly visible first-class facility along Route 30 in Exton, PA is a resource for area youth and the community at large providing access to unique Chester County outdoor facilities and indoor STEM education classrooms. In the future, the 28-acre property will be developed to allow hands on environmental education programs and contact with nature, which is quickly escaping the suburban region of Chester County.

Council also has excellent camping facilities which engage thousands of youth and adults each year through programs which emphasize education and learning via merit badge requirements and attainment, physical activity, team building, leadership training and recreation. Council's two camps on the Horseshoe Scout Reservation – Camp Horseshoe and Camp Ware – have been nationally recognized for leadership training and program excellence. On average, over 49,000 camper days and nights are logged at these premier facilities each year, pre-Covid. Other camp programs have included a weekend session at Camp John H. Ware 3<sup>rd</sup> for special needs adults & youth who come from all over Chester County and as far away from Baltimore, MD and Day Camps offered at 4 different Chester County locations serving 300 youth.

## **2. Funding request**

### **• Description of key initiatives**

As Council strives to rebuild its membership in the wake of the Covid crisis, funds will support efforts to educate the community on the relevance and benefits of the Scouting programs and create greater visibility within the Chester County community. Funds from the Chester County Community Foundation will be utilized to support creative, “outside of the box” membership initiatives to continue to strengthen youth participation in our valuable programs. Recruitment efforts will take place through the fall of 2022 and into 2023 and will include the following methods: open houses and bring-a-friend movie nights hosted by Council at our new Program and Activity Resource Campus (PARC), community outreach to local school districts and youth centers, presence at Back-to-School Nights in the fall, Join Scouting Nights hosted by individual Scouting units, and publication of brochures and fliers. Additionally, Council plans to have a presence at community days and events in local municipalities within Chester County such as the Kennett Square Mushroom Festival, Coventry Woods Festival, and Downingtown Fall Fest among others. Participation in community service and conservation projects will also provide opportunities to be present and visible in local communities. Further, Council provides incentives such as free Pinewood Derby car kits to individual Scouting units for increasing membership by 40% year-over-year.

### **• Specific needs & issues to be addressed**

Within the Chester County community, there is a need for affordable youth programs and to provide families the tools and resources to access these programs. Many people are still not aware that females can now participate in the Scouts BSA programs. Currently, female Scouts BSA members and Cub Scouts combine to make up only 7% of Council’s overall membership. This includes 8 female Scouts BSA units delivering the program to 94 female Scouts and 145 registered female Cub Scouts. Conversely, Council supports 57 male Scouts BSA units serving a total of 1,756 male Scouts. This imbalance limits the opportunities for girls to experience the value and benefits of the Scouting program and the inclusivity of our program. Chester County Council has worked tirelessly to promote its programs and share our message throughout the county, however, there is still much ground to be covered. There is a need to educate people on the unique short and long-term benefits and experiences afforded to youth through participation in the Scouting programs. There is a need to communicate and highlight the leadership development aspects of Scouting with families so that they understand the positive impact Scouting programs have on youth not just now but throughout their lives. And finally, there is a need in the community to make powerful programs like Scouting available to ALL eligible youth regardless of gender, race, creed, or socio-economic background. Council is currently focusing its efforts on recruiting youth from all backgrounds as well as creating new Scouting units to serve children with disabilities with tailored activities for each individual child’s needs. ALL youth should have the opportunity to experience the joys and value of the Scouting program and it is Council’s priority to bring this to fruition with the support of friends and partners in the community.

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

Now is the time for youth to experience all that Scouting has to offer them. In the wake of the pandemic, families are now seeking activities and programs with which their children can be involved. After taking a two-year hiatus from activities, parents want their children to have normal social interactions with other children their own age. Scouting does just that! And as Scouts grow older, they bond together and come to rely upon each other as a family does. It is important for youth to establish

and grow through their connections and interactions with others and there are methods taught in Scouting such as the Patrol Method that accomplish this.

The Patrol Method is utilized wherein a small team of normally six to eight members learn skills together, share responsibilities and take on leadership roles. As a member of a patrol, youth are afforded opportunities that are hard to find anywhere else. Unlike a sports team, a Scout patrol carries out a wide range of tasks that require pooling resources and working together to function successfully in all kinds of circumstances. For most young people, being in a Scout patrol will be the first time they have to rely upon themselves and other young people to follow an array of necessary steps to satisfy objectives that requires a wide range of life skills. Like any team, a patrol will function well only if all the responsibilities pertaining to the completion of a task are carried out successfully. Because of its size, this gives *every member an opportunity to participate*, and this results in some positive outcomes. Contributing to the patrol's success provides a welcome sense of belonging, of being appreciated, and a feeling of competency resulting in self-esteem.

Youth are desperately in need of these social interactions now more than ever as they grow and learn to be responsible citizens in their communities.

As Council heads into its busiest recruiting season of the year, it is particularly crucial that we share our message with the greater Chester County community. At this time, it is imperative that we join with our community partners to further our mission to serve all eligible youth and make the Scouting programs accessible to all youth in Chester County. Through the Scouting family of programs, Council seeks to better the lives of Chester County youth and prepare them to be aware, active, and productive community members.

**• How impact & results will be demonstrated**

Membership success will be measured by growth within existing Scout units and the establishment of new Scout units across Chester County, especially ones focused on engaging female and special needs Scouts. Over the course of 2021, Council saw the addition of 645 Scouts across the Scouting family of programs. This year, Council aspires to build upon this success and continue to expand and deliver quality programs to youth in our region.

A study conducted by the Harris Interactive Group notes that youth involved with Scouting are more likely to:

- Graduate from high school and college
- Engage in community service
- Have positive family and peer relations
- Have higher incomes

The study also showed that Scouts with at least five years' tenure in the program are more likely than youth who have never been Scouts to:

- Assume leadership roles in clubs or school organizations
- Place the needs of others before their own
- Have higher self confidence
- Actively participate in after-school activities
- Resist peer pressure to take part in delinquent or dishonest activities

- 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.
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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