

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 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 9/6/22

Contact Information

Organization Name: The Garage Community & Youth Center ED/CEO Name: Kristin Proto
Address: 115 S. Union Street, Kennett Square, PA 19348 & 121 Pennsylvania Ave, Avondale, PA 19311
ED/CEO E-mail: Kristin.proto@garageyouthcenter.org
Phone: 610-444-6464
Website: www.garageyouthcenter.org
Year Incorporated: 2001
FEIN: 10-0007967

Board Chair Name: Sean Deminski
Board Chair Approval (check here):
Primary Contact Name: Kate Martin
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. The Garage assists students to begin a cycle of hopefulness by acknowledging and taking steps to overcome life challenges, engage in programs, trusting The Garage as a second home, taking part in shaping activities, and enjoying productive experiences.

Geographic Area Served (If not all of Chester County, specify primary Chester County regions served): Southern Chester County, primarily the Kennett Consolidated and Avon Grove school district areas.

Describe Population Served & Annual Number of People Served:

The Garage serves a diverse group of 6th-12th grade students comprising 79% Latino, 8% African American, 3% Mixed race, 10% Caucasian, and 1% Asian. For 40% of our population, neither parent graduated high school and 85% 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). Garage youth are, more often than not, youth of color, immigrants, English language learners, youth experiencing learning differences, and living in poverty. The majority of students in our population identify as Latinx. The most prominent country of origin is Mexico, but there has been a notable increase of migrant students from various countries in South America (Guatemala, Honduras, Peru, El Salvador, Venezuela). 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

3 # of Full-Time Equivalent Paid Staff

85 % of budget for program expenses
6% of budget for administrative expenses
9% of budget for fundraising expenses
100 % total

10 # of Board Volunteers
128 # of Active Non-Board Volunteers
1,626 # of Volunteer Hours

Top 3-5 funding sources: The United Way of Southern Chester County, Impact 100 Philadelphia, The Blue Yak Foundation, The Philadelphia 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: \$ 5,000

Proposal Summary: The Garage Community & Youth Center respectfully requests \$5,000 of General Operating support to help fund the ongoing expenses of our After-School Program in Kennett Square and our 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. In 2021, The Garage expanded to a larger location in the Borough of Avondale and has transitioned services from our West Grove location. Our programs focus on how to overcome seemingly insurmountable obstacles that our students face, while fostering healthy adult and peer relationships and building self-esteem and healthy habits. We focus on achieving the following specific goals through our programmatic outputs:

- *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.

2. Funding request

The Garage Community & Youth Center respectfully requests \$5,000 of General Operating support for our After-School Program. For the past 20 years, The Garage has been a key part of the community - providing resources and sense of belonging to area youth who are in need. Through tutoring, mentoring, personal development programs, workforce development, and community service, some of our community's most disenfranchised youth are finding the necessary support to reach their full potential.

• Description of key initiatives

The Garage Community & Youth Center is honored and humbled to continue the provision of services to Southern Chester County through some of the most difficult times our community has faced. Almost two years later, the COVID-19 pandemic has permanently altered the way that our community, families, and students live. As the pandemic shifts, The Garage shifts, and works vigilantly to continuously pivot and provide supports that are of the utmost need and importance to our population. When food and supplies were scarce, The Garage began twice weekly Supply Drive distribution for families in 2020. When education was vulnerable in 2021, The Garage worked with community partners to operate Community Classroom Learning Pods. As students returned to school and families returned to work in 2022, The Garage returned to its roots of out of school time programming to provide a safe space after the school bell rings. The Garage continues to provide tools through After School programming to support youth during their journey of empowerment.

The Garage utilizes resources of talented staff, volunteers, and an active community to master our craft in each unique area of our programming. Our target population is students 6-12th grade, ages 11-18. Out of School Time programming operates Monday-Thursday 3 PM – 6 PM during the school year and Monday through Thursday from 11 AM – 4 PM during summer months. Our programs are designed to ensure that a student is satiated with quality experiences and support at all stages of their time with us. The Garage is excited to anticipate the offering of the following programs:

- **Academic Support:** Due to the wide variety of factors that impact our youth, poor academic performance frequently limits opportunities for gainful employment and post-secondary education access, leaving many of our youth discouraged from full academic participation. 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.
- **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.
- **Enrichment:** Our enrichment activities fuse tutoring, mentoring, and service in order to holistically support our students. Enrichment activities including our popular Boys and Girls programs are used to ensure that students are not only developing and growing academically, but also manifesting self-discovery including personal, intellectual, social, and emotional areas.
- **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 New London Counseling Center to provide more structured mental health programs and a streamlined referral for services.
- **Nutrition and Incentive Cafe:** The Garage provides a nutritious daily meal 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 on a regular basis. 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.
- **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 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 to 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.

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

Adolescence is a unique period of growth and development for all youth. By way of simply being a teenager, youth are subject to this natural change in functioning and evolution. This critical stage for human development includes increased independence from caregivers, and provides an ideal time for influential interventions to help shape psychological and behavioral aspects of youth and their future lives. Without positive guidance, youth are subject to developing unhealthy habits, engaging in risky behaviors, and negative social and behavioral outcomes.

Time spent unstructured and unsupervised with peers increases the likelihood for youth to participate in risky, boundary-pushing, and delinquent activities (NCBI, 2018). In Pennsylvania, the "prime time for juvenile crime" is between the hours of 2PM and 6PM (After School Alliance, 2019). The After School Alliance reports that for every one participant in a quality after school program, there are two more who would participate but cannot due to a lack of programs available (2019).

Further, generational poverty is a long-term impact that requires years of direct investment, relationship building, advocacy, guidance, and the collaborative efforts of multiple systems that affect our families. According to research from MIT, escaping poverty required almost 20 years with no major financial obstacles. Economist Peter Temin notes that education is the key to escaping generational poverty, but this means plotting, starting in early childhood, a successful path to, and through, college. That's an 18-year (or longer) plan that can be easily upended (White, 2017).

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's programming is both broad and specific in order to sufficiently empower all youth in our community, regardless of background.

• Why it is important to fund this now

The Garage's primary role is to fill the void from when school dismisses to when parents return home from work. Garage programming fills those vulnerable hours with valuable opportunities for adults to invest in our youth by building relationships while also serving as committed and consistent mentors and authority figures. Instead of hours for youth to get into risky or delinquent behavior, youth utilize The Garage to be empowered and achieve their potential. Youth face incredible barriers that limit their potential and value that include, but are not limited to: racism; immigration status; gender; sexual orientation; inequitable education; unaffordable post-secondary education options; prejudiced judicial systems; low socioeconomic status; minimal access to affordable housing; limited public transportation; language barriers. These factors often have negative consequences on the mental, emotional, and physical health of youth. It is our understanding, through our work and experience in the field of youth development, that all youth face potential threats and obstacles that hinder them from finding value and purpose, in turn, incapacitating full access as a member of their community. While addressing the inequities of systems that directly affect local youth, The Garage's work is informed by an asset model that recognizes that our youth are not broken; rather it is the systems surrounding them which are fractured.

We believe that all youth have the capacity for great distinction and potential and, through guidance and support, should be equipped to define their own success and create thriving lives within their communities. Therefore, The Garage desires that all middle and high school youth, in Kennett Square and Avon Grove, feel empowered to pursue and reclaim their value and purpose in the world. Empowered youth make wise decisions, have hope for their future, and will be prepared to be successful, balanced, healthy, and active members of their community.

• How impact & results will be demonstrated

The Garage 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. The Garage utilizes a custom database system, Apricot, to streamline our data to improve accuracy, improve how data is used to inform programming decisions and improve the efficiency and capacity of staff. Our organization anticipates an increase in students avoiding risky behaviors including drugs, alcohol, and gang activity, a decrease in students skipping or dropping out of school, an increased sense of community, an increase in student confidence and passion, increase in students who graduate high school and enroll in post-secondary education or training, and an increase in financially literate and responsible students.

2022-23 School Year Projected Outcomes:

- 375 individual middle and high School students attend The Garage during the 2022-23 school year, 150 of which will be core participants (participating 30 days or more in Garage programs)
- At least 85% of students who actively participate in Garage programs report that the Garage helps them avoid skipping or dropping out of school.
- At least 80% of Garage students avoid risky behavior including alcohol, drugs, and gang activity for a minimum of four consecutive weeks and will understand the consequences of substance use, risk-taking, and the influences of the media
- 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
- At least 75% of MAPS students express an interest in post-secondary education and feel supported to explore those avenues
- At least 65% of seniors who actively participated in MAPS enroll in post-secondary education or training
- At least 70% of Garage students will report increased self-confidence after attending Garage programs
- Garage students will be able to identify not only a wide range of emotions, but also the tools used to manage their feelings

- *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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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