

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: 10/13/22

Contact Information

Organization Name: Community Arts Center
 Address: 414 Plush Mill Road, Wallingford, PA 19086
 Phone: 610-566-1713
 Website: www.communityartscenter.org
 Year Incorporated: 1950
 FEIN: 23-1628461

ED/CEO Name: Paul Downie
 ED/CEO E-mail: pauldownie@communityartscenter.org
 Board Chair Name: J. Rossi
 Board Chair Approval (check here):
 Primary Contact Name: Bruce Bekker
 Primary Contact E-mail: brucebekker@communityartscenter.org

Organization Information:

Field/s of Interest:

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

Mission: The arts are essential to human development and the well being of society. The Community Arts Center is dedicated to providing a nurturing environment for artists at all levels of their creative journey, encouraging participation in the arts through advocacy, education and outreach, and serving as a vital creative resource for the community.

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

The Community Arts Center is located in South Central Delaware County, and serves an audience across several PA counties and beyond into Delaware and New Jersey. The Center serves students and teaching artists from many communities in Chester County, including West Chester, Downingtown, Kennett Square, Oxford, Malvern and others. 20% (1,200) of our by-request mailing list entries are from Chester County zip codes.

Describe Population Served & Annual Number of People Served (pre-COVID):

With a long history of excellent instruction, collaboration, and outreach, CAC offers more than 18,000 people each year countless opportunities to create and explore the arts. The Center enrolls more than 2,800 students of all ages annually in four semesters of classes and workshops. Over 900 children and youth attend Summer Spree art camps. Our outreach partnerships serve approximately 1,800, including at-risk primary and secondary school students, young adults with special needs, and underserved seniors (low-income or in congregate living). Outside the pandemic, CAC annually serves thousands as lead partner in visibility and tourism partnerships for large festivals and fine art sales.

Annual Budget \$ <u>1,014,000</u>	<u>6</u> # of Full-Time Equivalent Paid Staff
<u>81</u> % of budget for program expenses	<u>13</u> # of Board Volunteers
<u>15</u> % of budget for administrative expenses	<u>62</u> # of Active Non-Board Volunteers
<u>4</u> % of budget for fundraising expenses	<u>352</u> # of Volunteer Hours
<small>100 % total</small>	

Top 3-5 funding sources: Pennsylvania Council on the Arts, \$13,000; Connelly Foundation, \$10,000; Individual Donors, \$10,000; Nathan Speare Foundation, \$10,000

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: \$ 7,500

Proposal Summary: The requested funds would enable two of the Center's three goals – "Bringing Art to Life" and "Community Connections."

- "Bringing Art to Life" responds to the community's cultural needs and interests, increases the scope and quality of CAC's offerings, and restores the steady growth of our earned-income business model.
- "Community Connections" expands our robust outreach and cross-cultural programs to lift up more community voices.



414 PLUSH MILL ROAD . WALLINGFORD. PA . 19086 | WWW.COMMUNITYARTSCENTER.ORG | 610.566.1713

History & Background

The Community Arts Center (CAC) was founded in 1948 by artists committed to providing a broad spectrum of cultural experiences for their community. CAC now serves as an anchor institution within the extended community, offering more than 18,000 people annually (pre-COVID) exciting opportunities to create and explore the arts.

CAC is housed on a 130-year-old historic estate acquired in 1968. Key milestones include: launch of FREE kids' outreach programs, 1989; launch of outreach to seniors, 2012; and 60th anniversary, 2008, with construction of the new 3,100 sq. ft. Duke Gallery, a project making CAC's historic home fully accessible.

CAC brings stimulating arts and cultural experiences to Delaware County, and to residents of Chester and adjacent counties throughout the Philadelphia metropolitan area in PA, NJ, and DE. The Center provides core programs (many fee-based), scholarships, long-term arts outreach partnerships (most offered free), festival and tourism partnerships targeting families, and service to other nonprofits.

Core programs serve children (early childhood and up), youth, and adults. Outreach programs serve at-risk children and youth, disabled citizens, seniors in communities, and disadvantaged senior citizens.

Goals

- "Bringing Art to Life" – responds to community needs and interests, increases the scope and quality of CAC's offerings, and restores the steady growth of our earned-income business model. Recent achievements include the re-launch of our popular "Fine Arts & Crafts Festival" and the expansion of our often sold-out music series "Friday Night Live." We've also re-started our program for infants, toddlers, and preschoolers, and planning is well underway for our major 2023 exhibition, the "Philadelphia International Tea Bowl Exhibition."
- "Building Creativity" – makes infrastructural and major systems improvements to sustain the facility over the next several decades. Recent achievements included completion of several important major maintenance and replacement projects, notwithstanding the challenges of the ongoing pandemic.
- "Community Connections" – expands our robust outreach and cross-cultural programs to lift up more community voices. The pandemic brought community needs into sharp focus, and the CAC has stepped forward to introduce new community conversations. We're expanding our role in presenting varied and culturally rich perspectives, with our growing roster of "cultural sharing" events, many paired with interactive learning, participatory formats, and related "Sharing Heritage" conversations.

Recent Achievements

- The Community Arts Center has secured a 2022 Platinum Seal of Transparency with GuideStar/Candid. We welcome your review of our profile at: <https://www.guidestar.org/profile/23-1628461>.
- “Bringing Art to Life” – CAC responded to COVID restrictions resourcefully and is now successfully restoring momentum. Re-launching large festivals means regaining significant audience reach and numbers. Our often sold-out “Friday Night Live,” “Tie Dye Festival,” and summer camps are rebuilding strong community connections. In re-starting our preschool program, we’ve also broadened preschool offerings; this program serves as a feeder for our full array of Summer Camp and school-year programs for children and youth.
- “Building Creativity” – Major maintenance projects focused on Smith Court (roof replacement, exterior painting, and selected carpentry repairs); the main building (new studio space, air cleaner and kiln replacements in ceramic studio, and – planned and upcoming: interim painting and carpentry in high-use areas), and our parking lots (paving and lighting). During the pandemic, we combined compact campaigns, designated gifts, and our Board maintenance fund to successfully plan and complete these projects.
- “Community Connections” – We’ve re-launched our full scope of outreach programs, plus we’ve added four new outreach partners serving kids in vulnerable communities and people with disabilities. We’ve made wonderful additions to our “Sharing Heritage” offerings featuring Juneteenth, Indigenous People’s Day, and Jazz Holiday events, and they’re supported by several new community funders. Plans for our “International Tea Bowl Exhibition” now include a Japanese Tea House, along with Tea Ceremonies led by returning Asian American partners. Next spring we’re presenting an exhibition for regional Black artists, “Rising Vision: New Work by Early + Mid-Career Black Artists.” And we’ve joined a state-wide Learning Network convened by PA Humanities, exploring new ways to strengthen community ties and increase diversity, equity, inclusion, and belonging in cultural nonprofits.

Significant Features

- Primary program partner with The Potters Guild, a professional association of ceramic artists housed on-site. This partnership substantially strengthens CAC’s arts-based sense of community.
- Nationally and internationally significant wood-fired pottery program and exhibitions
- Largest and most diverse gathering of kilns for firing ceramics in the region
- Broad programmatic scope, from ceramics and visual arts through concerts, movement, and poetry.
- Extensive gallery space, with numerous free exhibitions
- Dynamic, arts-based sense of community – with teamwork visible, for example, in CAC’s effective COVID response and ability to successfully address multiple large goals during the pandemic.
- Nationally recognized in-residence artists
- 2022 Platinum Seal of Transparency from GuideStar/Candid
- Long-established outreach program with customized offerings
- Scope of partnerships; long history of purposeful collaboration and community service
- Lead partner in visibility and tourism partnerships for large festivals
- Anchor institution in the extended community
- Tri-state reach

Funding Request

Description of key initiatives

The requested funds would enable two of the Center’s three goals – “Bringing Art to Life,” and “Community Connections.”

- “Bringing Art to Life” – responds to community needs and interests, increases the scope and quality of CAC’s offerings, and restores the steady growth of our earned-income business model. Goal objectives for the current

fiscal year 1) restore program capacity and reset the program mix post-pandemic; 2) strengthen our post-pandemic community engagement focus and rebuild our volunteer cadre; and 3) reengage our ongoing strategic plan implementation.

- “Community Connections” – expanding our robust outreach and cross-cultural programs to lift up more community voices. We’re finding new ways to bridge barriers and explore community – sharing diverse artistic perspectives, reaching out to diverse audience communities, serving new audiences through outreach, and introducing opportunities for participation and lively, conversational interaction.

Specific needs & issues to be addressed

CAC has identified these needs over the past year-plus, and we are poised to address them as our communities seek to move beyond the pandemic.

COMMUNITY NEEDS:

- Restored connections. As community members, families, children, students, artists, teachers, volunteers, staff – we need to get back together. Where cultural barriers exist, we need to get together in new ways.
- Arts learning. We all need opportunities to
 - pursue beauty
 - engage our creative imaginations, solving problems, increasing our flexibility
 - share the language of imagination and explore possibilities, in a world often dominated by narrow and reductive logic, by data and by facts.
- Responsive offerings and options. The pandemic has encouraged us to explore new formats and offerings.
- Safety. For many, including senior citizens, caution and readiness are essential standards.
- Ample communication. Community members scan our communications for opportunities, information, and reassurances, at a time when each of these matters more than usual.

INSTITUTIONAL NEEDS:

- To respond to our pressing Community Needs, CAC needs adequate operating resources.
- An overnight fire last May in the kiln room and adjacent areas led to extensive assessment, remediation, and renovation work, as well as ceramics class delays and relocations. To restore momentum and fiscal sustainability, the Community Arts Center needs support to fully re-engage its earned-income business model.

Why it is important to fund this now

A. Responding to the Community Needs identified above will build resilience and bridge cultural boundaries at a key moment for local economies and neighborhoods.

B. The responses proposed will reverberate community-wide, for important post-pandemic results.

C. Increasing the Center’s program capacity entails re-engaging teaching artists, key players in the still challenged creative economy.

How impact & results will be demonstrated

We propose to demonstrate results via

- continuing progress toward fiscal objectives, measured by CAC’s fiscal-year-end audit
- continuing increases in program capacity, measured by program offerings and enrollment
- positive student, parent, visiting community member and outreach-partner responses to surveys.

Thank you for considering this request.