

## 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)

**3/7/2023**

**Contact Information**

Organization Name: Jewish Relief Agency  
Address: 225 E. City Ave., Ste 210, Bala Cynwyd, PA 19004  
Phone: 610-660-0190  
Website: jewishrelief.org  
Year Incorporated: 2009  
FEIN: 26-2578017

ED/CEO Name: Jodi Roth-Saks  
ED/CEO E-mail: jodi@jewishrelief.org  
Board Chair Name: Bill Novick  
Board Chair Approval (check here):   
Primary Contact Name: Jodi Roth-Saks  
Primary Contact E-mail: jodi@jewishrelief.org

**Organization Information:**

**Field/s of Interest:**

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

**Mission:**

The Jewish Relief Agency (JRA) brings together individuals of all backgrounds to relieve the pangs of hunger, bring meaning to our recipients and volunteers, and build a caring and connected community.

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

JRA serves 60 individuals living in Chester County in zip codes 19335, 19426, 19453, 19460, 19464, 19468, 19475, as well as 83 other zip codes in Bucks, Delaware, Montgomery, and Philadelphia Counties. JRA serves individuals and families regardless of race, religion, or background.

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

JRA's Monthly Food Distribution Program mobilizes volunteers to pack and deliver nutritious food directly to 3,400 low-income households every month, increasing access to healthy food. The population we serve includes the unemployed, individuals with disabilities, Holocaust survivors, persons suffering from temporary illness or injury, immigrants, and persons experiencing housing instability. The majority of clients have a household income at or below 150% of the federal poverty level.

<b>Annual Budget</b> <u>\$2,257,087</u>	<u>7</u> # of Full-Time Equivalent Paid Staff
<u>84</u> % of budget for program expenses	<u>20</u> # of Board Volunteers
<u>12</u> % of budget for administrative expenses	<u>10,000</u> # of Active Non-Board Volunteers
<u>4</u> % of budget for fundraising expenses	<u>288</u> # of Volunteer Hours (annually)
<u>100</u> % total	

**Top 3-5 funding sources:** Jewish Federation of Greater Philadelphia; Philadelphia County Emergency Food and Shelter Program ARPA-R; W. W. Smith Charitable 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:** \$ 7,000

**Proposal Summary:** JRA respectfully requests \$7,000 from the Chester County Community Foundation to help us reduce food insecurity for families at risk.

## II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

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

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

History: Jewish Relief Agency (JRA) was born over 20 years ago as a volunteer-led hunger relief organization working to inspire volunteerism and support individuals in need in Greater Philadelphia. At the time, JRA focused on serving the Jewish population but has since grown to serve anyone in our service area struggling with hunger. Since our first food distributions, JRA has grown from 15 volunteers to a volunteer base of 10,000 and from serving 50 households to 3,400. JRA continues to teach even the youngest members of our community the values of generosity and service as we work together to relieve the burdens of poverty for members of our community. Overall, JRA impacts the greater Philadelphia area community by providing critical access to food, nutrition for children and adults, human services, and engaging volunteer opportunities.

Goals: JRA's goal is to reduce food insecurity for vulnerable households in Greater Philadelphia. JRA works towards the following objectives:

- Deliver 15 pounds of nutritious food assistance directly to the doorstep of approximately 3,400 food insecure households, each month, 12 months per year.
- Give clients access to hygiene products and household supplies, delivering around 180 Everyday Essentials Bags and 340 Period Packs a month.
- Provide 100% of recipient families with children under the age of 18 with additional monthly assistance through our Family-Friendly Food Initiative, as well as a produce year-round.
- Ensure that 90% of recipients report satisfaction with JRA's food assistance through the Recipient Impact & Satisfaction Survey.
- At least 84% of clients will report that "because of JRA's monthly box of food, I feel more food secure."

Key Achievements: We are proud of the achievements we have had on our communities as we work to fulfill our mission. These include:

- Assisting low-income individuals in Greater Philadelphia move closer to food security while maintaining their sense of dignity by providing food and other household essentials directly to their doorsteps every month. We help alleviate barriers to accessing nourishing and high-quality food, such as the need to leave the house, lack of transportation, or access to healthy foods in nearby markets.
- Providing uninterrupted critical support during the height of COVID-19 while maintaining our commitment to never implement a wait list despite the influx of families in need; implementing safety protocols to ensure the safety of staff, volunteers, and clients; and providing COVID-19 vaccine information on fliers in boxes of food and assisting Holocaust Survivors with securing appointments and transportation to obtain vaccinations.
- Creating volunteer opportunities for people of all ages and teaching communities about the importance of civic engagement, kindness, and community.

Distinctiveness: JRA is positioned to uniquely address food insecurity in Greater Philadelphia by removing common barriers to accessing assistance. Our delivery model eliminates potential barriers to acquiring food—client do not need to speak English, organize transportation, or leave home to receive help. Additionally, JRA works to inspire a Culture of Kindness, engaging and encouraging the community to volunteer, motivating them to be advocates for hunger relief.

## 2. Funding request

- **Description of key initiatives**
- **Specific needs & issues to be addressed**
- **Why it is important to fund this now**
- **How impact & results will be demonstrated**
  
- *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.*

Organizational Initiatives: JRA's Monthly Food Distribution Program mobilizes volunteers to pack and deliver nutritious food directly to 3,400 low-income households every month, increasing access to healthy food. Each client household receives a box of food weighing 15 pounds, including produce, proteins, carbohydrates, and pantry items.

With a focus on addressing childhood nutrition, families with children receive additional monthly food packages—Family-Friendly Food Bags filled with lunch and breakfast foods. In addition, from June to September, we give families an additional 12-pound box of produce, ensuring they have access to nutritious food year-round. To further alleviate the burdens of poverty, JRA clients can request items like diapers, incontinence supplies, period products, and laundry detergent through our Everyday Essentials Program. These items are delivered alongside their food box.

JRA has developed several volunteer programs as part of our strategy to relieve isolation among older adults and promote intergenerational communities. The **Route Owners Initiative** is a program comprised of volunteers who commit to delivering to the same households every month. One hundred and three volunteers are currently Route Owners, delivering to over 1,200 households. This has led to continuity of volunteers and allowed for meaningful relationships to form between recipient and volunteer.

JRA has partnerships with social service agencies and provides referrals to clients who need specialized assistance—for example, assistance with overcoming hoarding or legal assistance. JRA's new Social Worker is providing case management and assisting in SNAP benefits enrollment. The Clients Services team, which includes the Social Worker, make recommendations for the use of JRA's Crisis Fund. Resources from the Crisis Fund are deployed for one-time assistance for items such as rent and utility bills.

Need: Prior to the pandemic, one in five Philadelphia residents was unable to afford sufficient food for their household (Philadelphia Hunger Report, 2018). Now, pandemic-related inflation has placed additional pressure on households struggling to meet their basic needs for food. In Pennsylvania, SNAP (food stamps) enrollment has been increasing since 2021 and is now approaching its March 2023 end of emergency SNAP benefits, a crucial pandemic-related safety net. Food banks are also seeing a steady-to-increasing demand for assistance, while continuing to grapple themselves with the rising cost of food and labor as well as supply chain disruptions, fuel costs, and fewer donations and volunteers (The Philadelphia Inquirer, 2022).

JRA is experiencing a steady demand for assistance while encountering rising costs of food—a 12% increase, the largest 12 month increase since 1981. Furthermore, JRA fulfills a special need for community members that adhere to culturally specific diets, such as kosher or halal. Local food pantries often do not provide these

food items because of a lack of support from federal food commodities, further marginalizing these communities. JRA is the only food pantry in the region currently addressing this need.

Why Now: An award from the Chester County Community Foundation would help JRA continue to provide nutritious food and other critical supplies to low-income families throughout Chester County and other counties in Greater Philadelphia with the cost-free, dignified assistance they need to move closer to food security. Additionally, this support would allow us to be responsive to clients' emerging needs, such as the increased need for support as families struggle with the rising cost of food while programs such as the pandemic-related Emergency Allotment of food stamps expires. Additionally, an award would assist us in expanding services to more Ukrainian refugees who are requesting JRA services, adding support to clients through our social worker services, and expanding our new Period Packs Program that provides menstrual products to clients.

Results: To measure the success of our programming, JRA uses the following evaluation tools:

- Monthly Data Collection – tracking the number of households, boxes, pounds of food, volunteer turnout, and delivery routes in Salesforce.
- Recipient Intake and Self Declaration of Need Form – collecting demographic information to enroll recipients; clients are recertified every two years.
- Recipient Impact & Satisfaction Survey – assessing recipient satisfaction and JRA impact every 20-24 months.
- Client & Volunteer Feedback – collecting formal and informal feedback.

We measure success by the number of households we serve, their satisfaction with the distribution process, and our constituents' feelings of food security because of our support. We currently serve 3,400 households (an increase from pre-pandemic levels). We anticipate that 90% of those recipients will report satisfaction with JRA's food assistance through the Recipient Impact & Satisfaction Survey and that at least 84% of clients will report that "because of JRA's monthly box of food, I feel more food secure." The outcomes are that we address food insecurity in Chester County and throughout Greater Philadelphia and give our clients a reliable, satisfactory resource that can help bring them out of poverty.