



## REQUEST FOR GRANT PROPOSALS ZELINDA LEBOUTILLIER CHARITABLE FOUNDATION

The Chester County Community Foundation accepts applications from selected nonprofit charitable causes for the **Zelinda LeBoutillier Charitable Foundation**, a fund of the Chester County Community Foundation.

**Proposals are due by Tuesday, April 11th.** Upon review of the initial proposals, a site visit may be conducted of the finalists. Grants will be awarded in the fall.

Please use the attached Grant Proposal Format to apply for a grant.

Grant applications should be submitted electronically by April 11th to [grants@chescofc.org](mailto:grants@chescofc.org). The e-mail heading should read: Grant Proposal Submission- Zelinda LeBoutillier Charitable Foundation

Please note that all grant applications will be available electronically on the Chester County Community Foundation's website for additional consideration for grant funding by the Community Foundation's Donor Advised Fund Advisors.

Questions? Please contact:  
Stephanie Stevens, Grants Director & Outreach Officer  
Chester County Community Foundation  
28 West Market Street  
West Chester, PA 19382  
[www.chesdcocf.org](http://www.chesdcocf.org)  
[Steph@chescofc.org](mailto:Steph@chescofc.org)  
(610) 696-8211



CHESTER COUNTY  
community  
FOUNDATION



## ZELINDA LEBOUTILLIER CHARITABLE FOUNDATION REQUEST FOR PROPOSALS

### I. SUMMARY SHEET

(One page only. This page will be shared with Grant Committee Members.)

Date:

#### Contact Information:

Organization Name: Bishop Shanahan High School  
Address: 220 Woodbine Road, Downingtown, PA 19335  
Phone: 610.343.6255  
Web Address: shanahan.org

Contact Name: Trish Kyle  
Contact Title: Advancement Director  
Contact E-mail: Tkyle@Shanahan.org  
Fax: 610.343.6220  
Year Incorporated: 1957

**Has your nonprofit previously applied to the Community Foundation:** Yes  No

#### Field/s of Interest:

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

#### Organizational Information:

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

While the great majority of Shanahan students are from Chester County, there a few students from Berks, Cumberland, Delaware, and Montgomery Counties

Annual # of Clients & Description of Population Served: Bishop Shanahan High School currently has 874 co-educational students, grades 9-12. The 2023-2024 student population is projected to be 842.

Annual # of Clients & Description of Population Served:

Mission Statement:

Bishop Shanahan High School, a Catholic co-educational secondary school of the Archdiocese of Philadelphia, committed to sustaining excellence, provides a strong spiritual life, along with challenging academic and rich extracurricular programs.

A strong witness to Christian values and commitment to academic rigor and integrity prepare all students to be critical thinkers and moral stewards in a rapidly evolving global environment.

Organization Description:

Annual Budget \$10,645,069  
75 % of budget for program expenses  
24 % of budget for administrative expenses  
1 % of budget for fundraising expenses  
100 % total

79# of Full-Time Equivalent Paid Staff  
16# of Board Volunteers  
400 # of Active Non-Board Volunteers  
7,500 # of Volunteer Hours



Top 3-5 funding sources:

***Proposal Information:***

Grant Amount Requested: \$ 5,000

Summary Description of Grant Purpose:

Bishop Shanahan respectfully requests the foundation's consideration for a \$5,000 grant for the 2023-2024 to help families with tuition assistance and to ensure that Zelinda LeBoutillier's legacy of helping students at Bishop Shanahan High School continues.





## ZELINDA LEBOUTILLIER CHARITABLE FOUNDATION REQUEST FOR PROPOSALS

### II. GRANT PROPOSAL NARRATIVE

*Please provide the following information clearly and concisely.  
Proposals of 1 or 2 pages are strongly encouraged.*

- 1. Organization's history, goals, key achievements and distinctiveness**
- 2. Funding request:**
  - A. Specific Chester County needs and issues addressed**
  - B. Organizational impact (for general operating proposals) or project impact (for project proposals)**
  - C. Overall strategies to implement the organization's mission (or project)**
  - D. Why it is important to fund this now**
- 3. Timetable, with anticipated outcomes and their relevance to the nonprofit's mission**
- 4. How impact and results will be demonstrated**

### III. ATTACHMENTS

*Please attach the following 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 and financial statement, audited if available
4. Itemized organizational operating budget with actual results for prior fiscal year and current fiscal year to date
5. Itemized project budget (if applying for project-specific grant)

*Note: The Philanthropy Network's Grant Application may be submitted with CCCF Summary Sheet. Please visit our website at [www.chescocf.org](http://www.chescocf.org) to obtain an electronic version of this application. E-mail applications are strongly encouraged.*

Please e-mail completed applications to:  
Stephenie Stevens, Grants Director & Outreach Officer  
Chester County Community Foundation  
28 West Market Street  
West Chester, PA 19382  
[grants@chescocf.org](mailto:grants@chescocf.org) [www.chescocf.org](http://www.chescocf.org)  
(610) 696-8211

**THANK YOU!**



**ZELINDA  
LEBOUTILLIER  
CHARITABLE  
FOUNDATION**

***Mission...***

The Zelinda LeBoutillier Charitable Foundation makes grants to charities that were near and dear to Linda's heart.

***About Zelinda...***

Zelinda LeBoutillier, CEO of Waterloo Gardens, was the only daughter of James and Anna Paolini of Devon, who founded Waterloo Gardens in 1942. Zelinda married Robert (Bo) LeBoutillier, former President and CEO of Waterloo Gardens, in 1951. They had shared 49 years of marriage at the time of his passing in October of 2001.

Though Zelinda served on many boards and contributed to the community in many ways, what she was really known for was her generous heart. She was called "Mama Linda" affectionately by many because she was truly a mother to all. At Waterloo Gardens, she founded The Cooking School, which operated from 1980-1985. She also wrote a cookbook,

***Cooking with Fresh Herbs.***

Zelinda was very involved in the management of Waterloo Gardens including purchasing, hiring, and marketing. She was the first woman chosen to serve on the Retailer Magazine panel. Zelinda traveled the country speaking to Nursery and Garden Center Associations on marketing in the industry. She also served on the Board of the Pennsylvania Nursery Association and was a very active member of the Marketing Committee.

***The Wall Street Journal*** quoted Zelinda on the first page with regard to industry market trends. Zelinda LeBoutillier is listed in the 1990 edition of **Who's Who in American Executives**.

Zelinda was an active philanthropist. She received the Harold Martin Leadership Award from the Exton Chamber of Commerce in 2007. She also received the 2005 Citizen of the Year Award from the Berwyn-Devon Business and Professional Association. Boards Zelinda served on include: ALS Hope Foundation, Cabrini College, Bishop Shanahan High School, and Williamson School. She was the State Chairperson for The American Family Institute: Gift of Time and the West Whiteland Chairperson for the American Heart Foundation.

Community was very important to Zelinda. She was a Girl Scout Leader for 10 years and served on the Board of Freedom Valley Girl Scouts. She was also Treasurer of Daylesford Abbey Woman's Guild and President of Sts. Philip and James Mothers' Club. Zelinda was very active in the Calvary Fellowship Church. She joined the Ventures Group and supported many mission trips and local community events to help children.

April 3, 2023

## **Grant Proposal - Zelinda LeBoutillier Charitable Foundation**

Bishop Shanahan High School's partnership with Linda and Roberts "Bo" LeBoutillier began 27 years ago in 1996. As business owners and members of the local community, they very generously supported a campaign to build a new school facility in Downingtown, PA and then showed further support by offering tuition assistance to students in need. After Roberts' death, Linda established a memorial scholarship in his memory to help even more Shanahan students attain a Catholic education. In 2005, Linda joined the Advisory Board of Bishop Shanahan High and for five years, she helped with program initiatives and strategic planning to ensure the future of the school. During this time, she continued to provide financial assistance to students, even contributing to the Roberts' LeBoutillier Memorial Scholarship just three months prior to her own passing in 2011.

Many people see the affluence of Chester County and find it hard to imagine that so many families from this county need financial aid, but with the rising cost of tuition throughout the Archdiocese of Philadelphia and the current economic conditions, it has become an inevitable reality. During the current school year, 32% of Bishop Shanahan students received need-based tuition assistance totaling \$863,284 in awards.

As families submit applications for tuition assistance for the upcoming 2023-2024 school year, we can see that the need for assistance continues to increase. To date we have documentation that families have a total need of \$1,463,643 in demonstrated need, and tuition assistance applications will continue to be received for the next six months. Therefore, we know the amount of demonstrated need is sure to increase significantly before the start of the next school year. Shanahan strives to offer tuition assistance to as many families as possible; however, the funding resources are limited.

Bishop Shanahan respectfully requests the foundation's consideration for a \$5,000 grant for the 2023-2024 academic year to help two to five students with tuition assistance and ensure that Zelinda LeBoutillier's legacy of helping the young men and women at Bishop Shanahan High School continues.