

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 9/13)

- ◇ 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 grants is to **strengthen the effectiveness of NPO's serving the region**, see page 4 for more details on the areas including:
 - Mission, Vision & Strategy
 - Governance & Leadership
 - Partnerships & Collaborations
 - Operations & Technology
 - Fundraising, Development & Marketing
- ◇ Proposals submitted between **July 1 - Sept. 13** are 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.

**☐ 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: June 6, 2023

Contact Information

Organization Name: Fred's Footsteps
Address: 940 Haverford Rd, LL-1, Bryn Mawr, PA 19010
Phone: 484.368.3602
Website: www.fredsfootsteps.org
Year Incorporated: 2005
FEIN: 23-2867497

ED/CEO Name: Christine DiBona Lobley
ED/CEO E-mail: christine@fredsfootsteps.org
Board Chair Name: Sylvia DiBona
Board Chair Approval (check here): X
Primary Contact Name: Marie Vacca, DOD
Primary Contact E-mail marie@fredsfootsteps.org

Organization Information:

Field/s of Interest:

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

Mission:

Fred's Footsteps provides a bridge of financial support for working families in the greater Philadelphia region who find themselves in crisis due to the costs associated with caring for a seriously ill, injured, or disabled child.

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

Describe Population Served & Annual Number of People Served: Fred's Footsteps supports families caring for medically-complex children under the age of 18. In 2022, we supported 138 families, an increase of almost 40% from the previous year and the most families ever in the history of the organization.

Annual Budget \$ <u>1,635,000</u>	<u>5</u>	# of Full-Time Equivalent Paid Staff
<u>79</u> % of budget for program expenses	<u>19</u>	# of Board Volunteers
<u>10</u> % of budget for administrative expenses	<u>50</u>	# of Active Non-Board Volunteers
<u>11</u> % of budget for fundraising expenses	<u>450</u>	# of Volunteer Hours

100 % total

Top 3-5 funding sources:

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: \$ 6,500

Proposal Summary:

Fred's Footsteps provides interim funds for otherwise financially stable families to help relieve the financial stress of their child's illness or traumatic injury. It's a meaningful, life-changing bridge of assistance that helps carry a family from one side of a crisis to the other. When a family's income is impacted due to a child's medical condition, Fred's Footsteps partners with their social worker to determine and address their most pressing financial needs to keep them afloat – covering up to \$10,000 of non-medical bills over the course of one year. Every family is different. Fred's Footsteps works with each family and their social worker to tailor our support to meet their unique needs. We are requesting a grant of \$6,500, the average amount of support we provide per family.

CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

Provide clear, concise information. 3 pages maximum.

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

Fred's Footsteps was created in memory of G. Fred DiBona, Jr., who died on January 11, 2005, at the age of 53 after a courageous fight with cancer. Fred was a native South Philadelphian who became president and CEO of Independence Blue Cross and was a leader in Philadelphia's business community for more than three decades. Fred was well known by his family, friends, and colleagues as the one who always went out of his way to help people who were dealt a bad hand, were struggling with some kind of hardship, or were the underdog. While he was a driven business leader, he also had a big heart. When he gave his word, he kept it. He was loyal to those he trusted, and he expected the same in return. He loved to laugh, and to make others laugh. When Fred saw someone in need—especially a child—he did everything he could to help.

Our organization is unique in that our support is not limited to certain illnesses as we understand that there are thousands of rare diseases that have little or no funding from other organizations. Our goal is simple: to provide substantial, real-life, practical support to deserving families so their child's care can be their only worry. In 2022, we achieved a significant milestone in our organization's history by supporting 138 families, the highest number ever recorded. This marked an impressive increase of almost 40% compared to the previous year. We supported over \$850,000 in household bills, rent and mortgage payments, home modifications, accessible transportation, and other non-medical expenses.

What it means for our families is unmeasurable peace of mind. A sense of relief, security, and stability when they need it most. With your support, we can lift a financial weight off the shoulders of more families so they can focus on what matters most—being there for their child.

Kindly be aware that Fred's Footsteps collaborates directly with vendors to cover expenses such as mortgages, rents, utility bills, and more, while extending support to our families. It is important to note that no funds are directly provided to the families themselves.

2. Funding request

• Description of key initiatives

Fred's Footsteps helps families who find themselves in a financial crisis due to their child's medically-complex diagnosis. While the organization recognizes that there are no quick fixes, and many families need continued support as they go through the ups and downs of their child's illness, Fred's Footsteps hopes to provide a bridge of support to families for a period of one year. The organization also acts as an advocate for the families, linking them to other organizations that may be able to provide further assistance.

When a child is sick, it affects the whole family. Fred's Footsteps looks to improve the quality of life for the parents and siblings as well. We understand that no two families are alike; each has specific needs based on complex factors. Working with the family, we identify where we can make the greatest impact.

The following list is an example of the items we have provided assistance with: Mortgage and rent payments, Utility payments, Cell phone bills, Groceries and other household items, Appliances, Car/Van payments or

purchases, Home or vehicle modifications to accommodate the sick child, Respite care, Funeral expenses, and Medications not covered by insurance.

With a gift of \$6,500, we can lift a financial weight off the shoulders of even more families, so they can focus on what matters most- being there for their child.

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

We anticipate the number of families needing support to continue to grow this year. With that growth comes the need to diversify and expand our revenue sources. While we have very dedicated and committed donors and volunteers, we will need to continue to engage new partners to continue to increase the number of families supported each year.

- **Why it is important to fund this now**

The reality is that the socio-economic ripple effects of the pandemic continue to create challenges in the lives of the families we serve. With the national nursing shortage, it's harder than ever to find skilled in-home care for a medically-complex child. Without this essential support, parents cannot return to work outside the home. Inflation and rising housing costs are making the cost of living nearly unmanageable. And for many of our families with medically-fragile children, it is still not safe for them and their siblings to leave home due to the high transmission rate of infection.

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

Fred's Footsteps' program manager, who is a licensed social worker, continues contact with the hospital or organization social worker who nominated the family for funding to monitor their progress and receive updates on the family and how they are doing. Our program manager also has periodic check-ins with the families to assess their situation.

Surveys are also sent out to families regarding their experience with Fred's Footsteps and the impact our support has had on their ability to focus on their child.

Fred's Footsteps collects and measures many demographic data points such as county, family income, race, diagnosis, family structure (single parent vs. two parents), etc. We also closely monitor the dollars spent on household bills vs. equipment and quality of life needs. We also track the total number of children in each family affected through our special gifts program (back to school, Thanksgiving, and holiday program.)

- *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.*

I. 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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