

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.

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

Contact Information

Organization Name: Unionville Community Fair, Inc.
Address: Box 298
Phone: 610-347-6148
Website: <https://www.ucfair.org/>
Year Incorporated: We have been incorporated a long time
FEIN: 23-2197987

ED/CEO Name: Ed Schultz, President
ED/CEO E-mail: schultzpa828@gmail.com
Board Chair Name: Lindsay Yates, VP
Board Chair Approval (check here):
Primary Contact Name: Lindsay Yates
Primary Contact E-mail: Lyatesfam@gmail.com

Organization Information:

Field/s of Interest:

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

Mission: "The Unionville Community Fair has as its purpose the promotion and education of Agriculture, Agribusiness, Homemaking, Handcrafts and the Arts. It strives to encourage and stimulate interest and involvement of the community in the growth, production, selection and exhibition of products through an educational community activity."

As of last year a tag line "Embracing all of Southern Chester County", encompasses the Unionville, Kennett, Avon Grove, Oxford and Octoraro school districts and the Chester County Intermediate Unit, Pennock's Bridge Campus. By so doing we are reaching out to the more rural and agricultural areas to continue our mission of promoting Agriculture.

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

Describe Population Served & Annual Number of People Served: Approx. 8,000 people of all ages from Southern Chester County for education purposes and to promote agriculture (the state of PA's largest source of revenue) while giving back to local fire depts, local clubs, businesses.

Annual Budget \$ _____ see attached BudgetOverviewFair pdf

(See attached BudgetOverviewFair pdf) ___ % of budget for program expenses

(See attached BudgetOverviewFair pdf) ___ % of budget for administrative expenses

(See attached BudgetOverviewFair pdf) ___ % of budget for fundraising expenses

0 ___ # of Full-Time Equivalent Paid Staff

16 ___ # of Board Volunteers

about 300 ___ # of Active Non-Board Volunteers

about 4 hr/volunteer ___ # of Volunteer Hours

Top 3-5 funding sources: Grants, Donations/Sponsors, and Parking

Is this grant proposal for: Capacity Building ___ or General Operating ___yes___?

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: \$ _____2,250_____

Proposal Summary: WonderZone Dinosaur Zoo will be our largest educational event that will be there for 9 shows. Plus ongoing access to display . \$250 per show. His total was quoted at \$2,250.

This is his website, and it's amazing: <http://www.wonderzonescience.com/>

He is our number one attraction and extremely educational for science, and he will be there for the Friday which is our field trip day where students are bussed in to learn for the day. This Dinosaur event is planned to coordinate with the elementary dinosaur curriculum they are learning come Fall. He has travelled to other schools across the state for the purpose of making science come to life and the reviews are astounding.

**WonderZone
Dinosaur ZOO**

Is a delightful program for the whole family to enjoy and talk about weeks after your event.

Children have the opportunity to interact with these life-size dinosaur puppets which are entertaining and educational.

Shows are 30 minutes in length 15 minute after show presentation where children explore the many real Museum quality fossils.



Tylosaurus

One of our many fossil remains of the deep.

Dino Games

WonderZone Zoo includes many entertaining and interactive experiences. Children from the audience will be chosen to participate in Dino Games, which include "The Dinosaur Walking Race" and "The Spinning Wheel of Dinosaur Attitude". This Show is a fun filled experience for children and a great photo opportunity for parents and grandparents to treasure forever.

We offer

3 Shows a day

and 5 Shows on weekends.

We also recommend our Strolling miniature jeep with Velociraptor aboard at an additional cost.

Makes a great addition for any event. The host of the program interacts with children and invites them to the dinosaur presentation.

Program features include

A show appropriate for all ages.

Photo opportunity experience with our Tyrannosaurus Rex, Big Red.

Audience participation through Dino Games that offer an up close experience with lifelike Dinosaurs.

10 WonderZone Dinosaur Zoo badges are given away at each show



BIG RED the Tyrannosaurus Rex

All of our Dinosaur puppets and props are custom-made most by Herb Stine

This complete self-contained show features custom-made puppets, trailer, sound and lights along with our own fencing and staging. WonderZone Dinosaur Zoo is not just astounding but is informative too.

We carry a Million-Dollar Liability Insurance Policy.

Specifications:

Flat 50 x 50 space
Access to a water hookup
2 separate 20 amp circuits

The show's fencing provides a great location for sponsors advertisements.



Sara, our inflatable life-size Triceratops.

II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

Provide clear, concise information. 3 pages maximum.

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

The Unionville Community Fair, Inc. has been going on strong for 99 years, this being our 99th.

Our goal is to encourage the State of Pennsylvania's largest source of revenue (agriculture) among the generations of people in our community and the promotion and education of Agriculture, Agribusiness, Homemaking, Handcrafts and the Arts. It strives to encourage and stimulate interest and involvement of the community in the growth, production, selection and exhibition of products through an educational community activity.

2. Funding request

- **Description of key initiatives: to address the needs of school age children from the field trips with science from the Wonderzone Dinosaur zoo and educate fairgoers of all ages in STEM**
 - **Specific needs & issues to be addressed: Cultivating STEM, also we get graded by the Pennsylvania State Association of County Fairs each year. That is what helps us get funds from the state. On our last report we got a 3 instead of a 4 on entertainment.(I have attached the visitation form from last year.) So therefore, entertainment is part of what the state wants us to have to make our fair official.**
 - **Why it is important to fund this now: Having Wonderzone Dinosaur zoo at the fair will not only educate in STEM, but also will attract large numbers to the fair all the days the fair will be there. Since we are a part of the PA State Fair Association, we need to show entertainment as part of our fair, and we are looking to be graded high in this area this year.**
 - **How impact & results will be demonstrated: Number of fairgoers can be measured by how many go in the front entrance gate. Dinosaur zoo is our main attraction, so he will be sure to be seen by all. Field trips' teachers will see improvement in children's science studies, as this year it will coincide directly with their dinosaur studies. It will also be stimulating to the older seniors we are having come to the fair for a special senior event. We also need**
- *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