

MARJORIE L. AND ARTHUR P. MILLER FUND
REQUEST FOR PROPOSALS
FUND FOR OPEN SPACE AND THE ENVIRONMENT

Across Chester County, local citizen groups are emerging as stewards of their local land resources while other organizations with an environmental focus are forming as issue groups, non-profit agencies, and municipal land trusts. Other non-profits serve as stewards for important parcels of land being used in creative ways for education and demonstration purposes. Each community has valuable resources that are worthy of being preserved—streams, wetlands, green space, areas important to wildlife, scenic vistas, and areas of historic or community significance.

The Chester County Community Foundation is now accepting applications for the Marjorie L. and Arthur P. Miller Fund. ***One challenge grant of up to \$2,500*** is available each year to support a non-profit organization which provides creative solutions to open space preservation and the wise use of environmental resources. The challenge portion of this grant can be met through such diverse means as new forms of in-kind donations and volunteer support and/or new grant dollars. The Miller grant can be used for the following:

- **The creation of a park, trail, or recreation area**
- **A public or school-based environmental education effort**
- **Research and publication about an important environmental issue**
- **Environmental enhancement and preservation of a significant site**
- **Volunteer and leadership development**
- **A demonstration project with wide-use application**

Successful projects will be those that:

- **Involve collaboration with environmental agencies & organizations**
- **Demonstrate high impact relative to the dollars expended**
- **Are of a lasting nature.**

Programs with a significant educational component are encouraged.

Proposals will be accepted until Friday, September 15. Upon review of the initial proposals, a site visit may be conducted of the finalists. The grant will be awarded in November.

Please use the attached Grant Proposal Format to apply for the grant. Please explain how you will meet the challenge component in your grant proposal narrative. Grant applications should be submitted no later than 5:00 P.M., **Friday, September 15** to: grants@chescofc.org. **Subject: Marjorie L. and Arthur P. Miller Fund Grant Application**

For more information, please contact Stephenie Stevens, Grants Director and Outreach Officer at the Chester County Community Foundation at 610-696-0501 or steph@chescofc.org Thank you!



REQUEST FOR PROPOSALS

Summary Sheet

Date: 9/13/23

Contact Information:

Organization Name: Historic Sugartown
Address: 690 Sugartown Road, Malvern, PA 19355

Phone: 610-640-2667
Web Address: historicsugartown.org

Contact Name: Zack Biro
Contact Title: Executive Director
Contact E-mail: zbiro@historicsugartown.org
Fax:
Year Incorporated: 1982

Have you previously received the Miller Grant Award: Yes No

If "Yes", please indicate date and amount of each grant, if any, received from the Foundation:

(1) Year: _____ Amt Rec'd: \$ _____ (2) Year: _____ Amt. Rec'd \$ _____
(3) Year: _____ Amt Rec'd: \$ _____ (4) Year: _____ Amt. Rec'd \$ _____

Organizational Information:

Geographic Area Served: Malvern & Willistown Township, West Chester, Chester County, and the Greater Philadelphia region.

Annual # of Clients & Description of Population Served: 2,500

Mission Statement: To inspire the community to engage with the past through authentic 19th-century experiences, participate in the village's present life and protect it for the future.

Organization Description: Historic Sugartown was founded in 1982 as a 501 (c)(3) nonprofit organization to preserve the 19th-century village of Sugartown. Today, Historic Sugartown interprets the history of this historic village through community events, educational programming, and guided tours of our 10 historic structures on over 9 acres.

Annual Budget \$ <u>314,082</u>	<u>3</u> # of Full-Time Equivalent Paid Staff
<u>7</u> % of budget for program expenses	<u>13</u> # of Board Volunteers
<u>92</u> % of budget for administrative expenses	<u>20</u> # of Active Non-Board Volunteers
<u>1</u> % of budget for fundraising expenses	<u>250</u> # of Volunteer Hours
<i>100 % total</i>	

Top 3-5 funding sources: 1. Individual Private Donor 2. Operating Revenue from Real Estate Rentals 3. Individual Private Donor 4. Other unrestricted contributions from individual donors 5. Program & Special Event Income

Proposal Information:

Grant Amount Requested: \$ 2,500 Description of Grant Purpose: To help fund educational signage at the Sugartown Preserve that helps highlight habitat, trees species, and animal species information while encouraging visitation to this protected natural space.

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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

Historic Sugartown, Inc. (HSI) was founded in 1982 to rescue and preserve the nineteenth-century General Store and c. 1860 Sharpless Worrall House, located within the Sugartown National Historic Register District in Malvern, Chester County, Pennsylvania. HSI meticulously restored the buildings' exteriors, returning the dilapidated crossroads to its appearance as it looked as a vibrant village corner in c. 1880. HSI created exhibit and program space in the General Store, and adaptively reused the c. 1860 Worrall House and the adjacent c. 1800 Saddle Shop and Cottage for commercial and residential use to create an earned income source for the organization. In 2000, HSI purchased the property at the opposite corner of the Sugartown crossroads, preserving the c. 1835 Hannah Cheever House and Barn and protecting the property from development. Today, HSI owns 9.2 acres of land, including 4.2 acres protected by a conservation easement with Willistown Conservation Trust. HSI stewards eleven structures including the General Store Complex (five attached structures), the Carriage Museum, the Worrall House Barn foundation, the c. 1835 Hannah Cheever House and Barn, the c. 1805 William Garrett House (moved to HSI from nearby Providence Road) and the Book Bindery, which showcases a world-class collection of early and rare bookbinding tools. In 2010, HSI partnered with Chester County Historical Society (CCHS) to create the Carriage Museum to interpret Chester County's rich transportation legacy through a rare collection of carriages and sleighs from CCHS's collection.

For nearly over 20 years, Historic Sugartown was an organization entirely run by volunteers who managed all aspects of the historic site including facilities management, collections care, real estate and event rentals, tours and school programs. In 2012, HSI's Board of Directors made the strategic decision to hire its first executive director to professionalize the organization and lead it on a path towards long-term sustainability. Historic Sugartown began to formally evaluate its ongoing preservation needs, establishing a preventative maintenance schedule and identifying major preservation projects. Today, Historic Sugartown's goals are to continue as an important community resource for education and family fun through innovative programs focused on 19th-century rural life; to increase Historic Sugartown's visibility through improved communications and outreach; and to protect the structures and property that make up Historic Sugartown through exemplary stewardship.

2. Funding request:

Historic Sugartown seeks a challenge grant of \$2,500 to develop and produce educational and interpretive signage for the Sugartown Preserve that will help attract guests to this conserved natural space and serve as an educational space in Willistown.

A. Specific Chester County needs and issues addressed

Over 4 acres of the Sugartown Preserve in Willistown Township are owned by Historic Sugartown and are protected through a conservation easement with the Willistown Conservation Trust. Currently, this natural asset is dramatically underused by Willistown residents and this proposal would help turn the Willistown Preserve into a resource for nature education in the Township. This project will help connect Historic Sugartown's preservation work with nature conservation by offering educational information on the natural environment at Sugartown.

B. Organizational impact (for general operating proposals) or project impact (for project proposals)

Historic preservation and nature conservation have significant commonalities that link the causes together and each have a significant audience within Willistown Township and more broadly in Chester County. This project will create nature education tools that will help broaden Historic Sugartown's audience by engaging visitors interested in publicly accessible natural spaces as well as educate our existing audience on Historic Sugartown's natural environment. This will help reimagine the Sugartown Preserve as an educational space and asset for nature conservation and historic preservation efforts in Chester County.

C. Overall strategies to implement the organization's mission (or project)

Historic Sugartown will work with the Willistown Conservation Trust, who oversees the Sugartown Preserve conservation easement and champions nature conservation and education in Willistown Township, to develop educational signage for the Sugartown Preserve that highlights the natural habitat, tree species, and bird species that call the Preserve home.

D. Why it is important to fund this now

Since coming out of the pandemic, Historic Sugartown has been looking for new and unique ways to engage with and grow our audiences. Funding this project will help Historic Sugartown capitalize on current local interest in conserving natural spaces.

E. How do you intend to meet the challenge component of this grant?

We will engage Historic Sugartown's and Willistown Conservation Trusts' donor base to help raise funds to meet the challenge goal for this project.

2. Timetable, with anticipated outcomes and their relevance to the nonprofit's mission

In 2024, we will work with WCT on signage placement and content with the goal of finishing designs in Spring 2024. Sign installment will occur in Summer 2024. In Fall 2024 we will begin inviting school groups to the Sugartown Preserve to learn about the historical and natural environment at Sugartown. These groups help grow our audience and educate the public about the stories and environments that historical residents experienced at Sugartown.

3. How impact and results will be demonstrated

We will measure guest visitation to the Sugartown Preserve as an indication of increased usage. We gauge this through numbers of visitors during tour hours and group tours using the Sugartown Preserve. Historic Sugartown also connects physical signage to our virtual tour platform via QR codes. Web traffic through these QR codes will also be used as a usage metric.

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 Common Grant Application may be submitted with CCCF Summary Sheet.

Please visit our website at www.chescocf.org to obtain an electronic version of this application. E-mail applications are strongly encouraged.

***Please send completed applications to:
grants@chescocf.org
(610) 696-8045
THANK YOU!***