

# 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)

**Date 8/30/2023**

## Contact Information

Organization Name: Lighthouse Youth Center  
Address: 245 Commerce St. P.O. Box 38  
Phone: 610-467-6000  
Website: [www.oxfordlighthouse.org](http://www.oxfordlighthouse.org)  
Year Incorporated: 1992  
FEIN: 23-2661775

ED/CEO Name: Micah Lehman  
ED/CEO E-mail: [Micah@oxfordlighthouse.org](mailto:micah@oxfordlighthouse.org)  
Board Chair Name: Kathy Book  
Board Chair Approval (check here):   
Primary Contact Name: Micah Lehman  
Primary Contact E-mail:  
[Micah@oxfordlighthouse.org](mailto:micah@oxfordlighthouse.org)

## Organization Information:

### Field/s of Interest:

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

**Mission:** Lighthouse Youth Center shines the light and love of Jesus Christ to the Oxford area youth through our staff-directed, volunteer-supported center and programs.

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

Southern Chester County / Oxford Area

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

Lighthouse Youth Center serves youth ages 9-18 and has served 281 individuals year-to-date in 2023.

<b>Annual Budget</b> \$ <u>452,100</u>	<u>4</u>	# of Full-Time Equivalent Paid Staff
<u>67</u> % of budget for program expenses	<u>10</u>	# of Board Volunteers
<u>21</u> % of budget for administrative expenses	<u>73</u>	# of Active Non-Board Volunteers
<u>12</u> % of budget for fundraising expenses	<u>4032</u>	# of Volunteer Hours

*100% total*

### Top 3-5 funding sources:

Oxford Area Foundation/ Waterway Church / Oxford Area Civic Association /  
The Bill & Janet Lasko 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:** \$ 7,500

### Proposal Summary:

The Lighthouse Youth Center respectfully asks for \$7,500 to be used for general operating expenses to help further our mission of serving Oxford area youth and making a difference in the community.

## II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

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

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

For 35 years, Lighthouse Youth Center has faithfully carried out the mission of shining the light and love of Jesus Christ to Oxford area youth through staff-directed, volunteer-supported services and programs. What began in 1988 as the initiative of concerned community members has grown to become a trusted pillar in the Oxford community offering free, essential resources to area youth. Lighthouse programs and services provide resources for youth in 6 key areas: Relational, Intellectual, Emotional, Physical, Financial, and Spiritual.

Open to all youth ages 9 to 18, Lighthouse programs provide free access to resources that are essential to the success of youth in the community. These resources include homework assistance, educational programming, college preparation, recreational activities, nutritious snacks and meals, and a safe environment with adult supervision. Beyond meeting basic needs, the Lighthouse seeks to empower and equip youth with the resources they need to realize their God-given potential.

### 2. Funding request

#### Description of key initiatives

##### Safe and Reliable After-School Environment

- The Lighthouse Youth Center is open year-round to the youth of Oxford, PA Monday through Friday from 2:30-6:00 pm. Our program hours are intentionally designed to provide youth with a safe and supervised environment after school. Research has consistently shown that the hours after school have increased rates of juvenile crime, risky behavior, kids becoming victims, and other dangers. The Lighthouse is open during this window of time when many children and adolescents are without constructive activities or adult supervision. All youth programs are held at LYC's facility which is conveniently located within easy walking distance of Oxford Area School District schools and to most participant's homes. During a typical day, from 2:30 p.m. to 6:00 p.m., youth come to the Lighthouse to participate in recreational and educational activities as well as receive an afternoon snack. At 4:45 p.m. each night, youth have the opportunity to hear an encouraging word from LYC staff, community members, or volunteers and then receive a free nutritious meal.

In 2023, we have served 281 unduplicated youth at Lighthouse Youth Center programs. Of the 281 youth served, 18% are African American, 24% are Caucasian, 41% are Hispanic, and 17% are Multi-Racial.

##### Meal Program

- In alignment with our commitment to provide needed services to youth in our community, the Lighthouse provides free snacks and nutritious meals to youth each weekday as part of our weekly programs. Our facility is equipped with a commercial kitchen which allows us to serve quality nutritious meals to students to help address the reality of hunger related issues in the community. Many of our youth come from low-income homes whose families rely on our meal program for their children. This program helps ensure that our youth have access to a meal each weeknight.

## Academic Support

- During the school year, we provide youth with homework assistance through our Homework Help program. This program takes place on Tuesdays and Thursdays from 2:30-4:45pm. During this time, youth are encouraged to complete their homework assignments with the help from school district and community volunteers. As an additional incentive to promote academic success, youth can earn exciting field trips at the end of each marking period if they have all A's and B's on their report card. Examples of past trips include Cherry Crest Farms corn maze, ice skating in Philadelphia, Skyzone Glow Night, and a day at the beach!

## Scholarship Fund

- We believe education is imperative to the future success of our students. Our main priority is to see students successfully graduate high school, but there are additional resources available for those who are interested in post-secondary education. Throughout the year, high school students have opportunities to visit local colleges and receive assistance with filling out enrollment and financial aid applications. Students who choose to pursue higher education are eligible to apply to our scholarship fund which provides financial assistance to attend a college, university, or trade school. We are currently supporting 5 students at \$15,000 for the 2023 Fall semester.

## Recreational Programming

- Physical exercise and play are vital to a child's health and development. Our facility's two gymnasiums, rec room, and outdoor sports field provide many opportunities for youth to enjoy sports and activities in a safe, supervised environment. Recreational opportunities include basketball, soccer, volleyball, table tennis, air hockey, board games, foosball, and other engaging activities.

## Positive Adult Relationships

- We understand that significant change often occurs within the context of significant relationships. Many of the youth that we serve lack positive relationships with adults. The Lighthouse seeks to fill this relational gap by providing safe and caring adult staff and volunteers who work to build positive relationships in order to offer needed encouragement and support. Studies have consistently shown the impact that even one trusted adult relationship can have on offsetting the effects of adverse childhood experiences on a child's lifelong physical and mental wellbeing.

## Youth Events

- Back to School Party: Each year we provide youth with a free Lighthouse shirt as well as a backpack filled with school supplies. We partner with the Oxford Area School District throughout the year to know what the youth need for school and provide them with the extra supplies needed to succeed in the classroom.
- Thanksgiving Party: Each year the Lighthouse Youth Center provides youth and their families with a traditional Thanksgiving meal.
- Christmas Party: Each year the Lighthouse Youth Center provides youth and their families with a Christmas party with a Christmas meal.
- Birthday Program: The Lighthouse Youth Center believes each person is created by God with innate value and purpose. We celebrate and honor each youth with a card and small gift for their birthday.

## **Specific needs & issues to be addressed.**

Funds from this grant will help cover the costs of youth center programs and events to support the Lighthouse's ability to continue offering these services to youth free of charge.

### **Why it is important to fund this now.**

The services offered by the Lighthouse are essential to the Oxford community. Many families that we serve are low income and often require assistance to provide their children with the necessary tools for their success. We actively help fill this gap to ensure that youth in the Oxford area have access to the tools and resources they need to succeed both in and out of the classroom. The Lighthouse operates in a key area of service as no similar alternative exists for youth in the Oxford community.

### **How impact & results will be demonstrated.**

The Lighthouse Youth Center measures each program's impact by tracking student participation as an indicator of growth in our six areas of targeted resources. This data is evaluated on a monthly basis by youth center staff and the board of directors. This method of tracking informs how programs are designed and implemented to be as effective as possible. Program evaluations have been used in the past to restructure programs, cancel ineffective programs, and create new programs to better serve the mission and vision of the organization. The Lighthouse Youth Center's current programs have been developed as a result of 35 years of program evaluations and improvements with the goal of more accurately addressing the needs of the community.

We will measure the success of the Lighthouse Youth Center's programs by looking for:

- Sustained and/or increased youth attendance
- Sustained and/or increased youth participation in programs
- Sustained and/or increased volunteer participation
- Youth and volunteer satisfaction
- Effectiveness of program (Is the program meeting the needs of the youth?)

When it comes to addressing community needs, the work is never finished while the need still exists.

**Thank you for your consideration of partnering with The Lighthouse to continue to meet this need.**

## **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. ✓

- Use this form @ [www.chescof.org](http://www.chescof.org) to apply online for grants from all Community Foundation Funds.
- **Email proposals to [grants@chescof.org](mailto:grants@chescof.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) 696-8211 [grants@chescof.org](mailto:grants@chescof.org) with questions.