

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: People's Pantry at Church Road
Address: 384 Lancaster Ave, Malvern PA 19355
Phone: 610-648-0707
Website: churchroadpantry.org
Year Incorporated: 2010
FEIN: 27-3351047

ED/CEO Name: Mary Decker
ED/CEO E-mail: marydecker02@comcast.net
Board Chair Name: Robert Geiger
Board Chair Approval (check here):
Primary Contact Name: Alex Becker
Primary Contact E-mail: abecker@covenantfrazer.org

Organization Information:

Field/s of Interest:

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

Mission: To be a place where residents can come for food to get them through a rough period in their lives.

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

The Great Valley School District community and the 19355 zip code.

Describe Population Served & Annual Number of People Served:

Families and individuals from all walks of life are served, with no respect to race, religion, ability, gender, or orientation.

Annual Budget \$ \$257,693 0 # of Full-Time Equivalent Paid Staff

84 % of budget for program expenses 11 # of Board Volunteers

16 % of budget for administrative expenses 25 # of Active Non-Board Volunteers

0 % of budget for fundraising expenses 1400/yr # of Volunteer Hours

100 % total

Top 3-5 funding sources:

Individual contributions, Individual in-kind contributions, Local government grants, Other grants

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: Capital Improvements

Grant Amount Requested from the Community Foundation: \$ 7500

Proposal Summary: The Peoples Pantry at Church Road is proposing a building expansion to double its current available space.

II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

Provide clear, concise information. 3 pages maximum.

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

The People's Pantry at Church Road (Pantry), a 501(c)(3) nonprofit, has a rich history of serving the community with compassion and dedication. The Pantry emerged as a response to the growing need for accessible food resources within the Great Valley School District, encompassing the areas Malvern, Frazer, Charlestown, and Willistown. From its inception, the pantry's mission has been grounded in the commitment to alleviate food insecurity and foster a sense of community care. Over the years, The People's Pantry has become an essential lifeline for individuals and families facing economic challenges, evolving into a beacon of hope and nourishment.

At the heart of The People's Pantry's mission is the goal to ensure every household within the Great Valley School District has access to food. This commitment extends beyond addressing immediate hunger; it aims to cultivate an environment of dignity, respect, and support for those seeking assistance. The pantry strives to be a place where individuals and families can access food in a welcoming and inclusive space, free from judgment. In addition, the Pantry works to increase the quality of life for students and families in the Great Valley School District through providing holiday meals, backpacks and school supplies, and holiday gifts at various times throughout the year.

Beyond providing non-perishable items, the Pantry stands out for its holistic approach. The Pantry distributes food including eggs, meat, bread, and dairy products, as well as essential household supplies like laundry detergent, toiletries, disposable diapers, and paper products. Every August, the Pantry holds a school supplies drive and will provide school supplies for well over 300 students in the Great Valley School District. Additionally, the Pantry's commitment shines during the Thanksgiving and Christmas holidays when families receive turkeys, fresh produce, and extra support.

2. Funding request

- **Description of key initiatives**
- **Specific needs & issues to be addressed**
- **Why it is important to fund this now**
- **How impact & results will be demonstrated**

- *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.*

Due to increasing needs in the community and increasing clients at the Peoples Pantry, the current space no longer meets our needs. The Pantry is proposing an expansion to the existing physical space to double its current size. Throughout the pandemic and in the time since, the pantry has experienced a

steady increase in clients including a 40% increase between May 2022 and May 2023. This increase has impacted our ability to store food and efficiently distribute it to families in need. A larger space will allow us to collect and store larger quantities and provide a more comfortable environment for our clients and volunteers.

The expansion consists of two major parts. First, a new climate controlled addition on the rear of the pantry which will allow significantly more food storage to meet the growing numbers of Pantry clients. Beyond to storing food, this addition will allow volunteers to more easily and quickly restock the Pantry during open hours, leading to faster service times and increased capacity. We anticipate that moving food stock into the addition will also allow space to be freed up in the existing facility so that clients will be able to have a less stressful and cramped experience.

The second part of the expansion is an enclosed glass vestibule on the front of the pantry. This vestibule will increase visibility of the pantry, making it easier for new clients to locate. More importantly, clients will be able to wait inside the vestibule for their turn to receive food. Currently, clients often need to wait outdoors, even in inclement weather. This is a significant difficulty particularly for elder clients and clients with young children.

In order to complete construction this year, work needs to begin within the next few weeks. Funding is needed to engage contractors and start that work quickly. Currently, private donations have allowed the Pantry to complete all needed architectural and permitting work, and final approval on permits is expected within two weeks. If funds are raised in time, construction will begin in August and be completed before the end of 2023. The Pantry is continuing to seek grants as well as funds from private donors to be able to achieve this goal.

III. ATTACHMENTS

E-mail or mail this support information

1. Copy of 501 (c) (3) federal tax-exempt letter
Attached as "Tax Exempt Letter.pdf"
2. List of Board of Directors, with their affiliations
Attached as "List of Board of Directors.pdf"
3. Most recent annual report & financial statement, audited if available
Most recent financial annual report attached as "2022 Pantry Financial Statement.xlsx"
4. Itemized organizational operating budget with actual results for prior fiscal year & current fiscal year to date
See above; the pantry does not set a specific budget each year, but instead spends and fundraises as needs arise. A Profit & Loss statement is attached as "Pantry Profit & Loss June 2023.pdf" and a balance sheet is attached as "Pantry Balance Sheet June 2023.pdf"
5. If capacity building initiative, itemized budget (including external consultant's proposal, if applicable)
Attached as "People's Pantry Expansion - Cost Breakdown.pdf"
6. Current strategic plan. If your nonprofit does not have a current strategic plan, explain why.
The Pantry does not have a strategic plan beyond its mission to provide for the needs of the people living within the Great Valley School District. The origin of the pantry was in the initiative of one person who began collecting and distributing food, which grew into a larger initiative before being established as a 501(c)(3) nonprofit. Given that origin, the pantry has always sought to respond to the needs of the community and lift up those experiencing financial difficulties.