

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: Good Works, Inc,
Address: P. O. Box 1141, Coatesville, PA 19320
Phone: 610-383-6311
Website: www.goodworksinc.org
Year Incorporated: 1988
FEIN: 23-2513834
development@goodworksinc.org

ED/CEO Name: Bob Beggs
ED/CEO E-mail: bob@goodworksinc.org
Board Chair Name: Betty Traver
Board Chair Approval (check here):
Primary Contact Name: Sue Moore
Primary Contact E-mail:

Organization Information:

Field/s of Interest:

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

Mission: We are a Christian nonprofit organization whose mission is: *Transforming lives by repairing homes for low-income families and sharing the hope found in Jesus Christ.* Our goal is to see the inhabitants of these homes rise above their level of poverty and experience a rich measure of hope, joy and dignity through being cared for and knowing their circumstances matter to others and to God.

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

Central and northern Chester County

Describe Population Served & Annual Number of People Served: We assist low-income families in central and northern Chester County whose income is at or below 200 percent of the federal poverty level. Applicants need to own their home and be current on their property taxes or be on an approved payment plan. On average, 25 - 30% of the homeowners we assist are parents with dependent children, 50 - 60% are seniors on a fixed income, and 35 - 50% of the families have at least one person with a disability. The average household income for the 171 families we assisted in 2023 was \$24,336.

Annual Budget \$ 1,454,131 _____ 8 _____ # of Full-Time Equivalent Paid Staff
_____ 84 _____ % of budget for program expenses _____ 11 _____ # of Board Volunteers
_____ 8 _____ % of budget for administrative expenses _____ 1122 _____ # of Active Non-Board Volunteers
_____ 8 _____ % of budget for fundraising expenses _____ 32507 _____ # of Volunteer Hours
100 % total

Top 3-5 funding sources: Government grants, private foundations and individuals.

Is this grant proposal for: Capacity Building _____ or General Operating X

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: \$ 7500 _____

II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

Nonprofit's history, goals, key achievements & distinctiveness

Good Works, Inc is a faith-based 501(c)(3) founded in 1988 to unite volunteers, businesses and churches to repair homes for low-income Chester County families. Our goal is to help families remain in their home, a home that is warm, dry, safe and healthy. We have witnessed how improving a home's physical condition enables the family to stay in the home, improves the quality of life for its inhabitants, and replaces despair with hope. Most of the homeowners we assist are seniors on a fixed income, single parents, or individuals with disabilities. Our services are offered at no cost and every dollar goes a long way because volunteers do most of the repairs.

We serve central and Northern Chester County through staging sites in Coatesville, Exton, Phoenixville, and St. Peters. In 2023, 1,122 volunteers donated 32,507 hours. We assisted 174 families, and completed 35 homes. On average the annual demographic breakdown we serve is families with children (31%), vets (3%), disabled (48%), seniors (52%), and people in mobile homes (40%). Since 1988, volunteers have donated over 800,000 hours to help families in need and we have completed over 1,100 homes!

Unlike most home repair organizations, that only repair one or two issues, Good Works does a complete whole house inspection to identify all the health and safety issues. We then do all the repairs, no matter how extensive, free of charge to the homeowner, needed to make the home warm, safe, dry, and healthy. The work we provide includes roof repair and replacement, plumbing installation and repairs, electrical rewiring and code compliance, heating system and hot water heater installation and repair, insulation and drywall replacement, window and door replacement, repairing floors and stairs, making homes handicap accessible and mold remediation.

Description of key initiatives

There are many low-income families in Chester County living with serious health and safety issues because they cannot afford the home repairs they so desperately need. Many homes are on the verge of being condemned and families are on the verge of homelessness. Our Neighbors Helping Neighbors program provides what most of us take for granted – a home that's warm, safe, dry and healthy. Our work helps them from falling further behind socially and economically.

A CDC report from January 2011 stated that: *"Healthy homes are essential to a healthy community and population. They contribute to meeting physical needs and the occupants' psychological and social health."* We concur! During the 10 to 14 months it can take for our volunteers to complete repairs, families learn they are not alone, that there are caring people in their community willing to help.

We work on approximately 40 homes concurrently and the majority of repairs are accomplished by volunteers on workdays organized as follows:

- **General Workdays**: Year round Saturday workdays enable individuals and groups to volunteer as their schedules permit. Volunteers with a variety of backgrounds and skill levels are divided into smaller crews and assigned to volunteer Work Crew Leaders and Technical Advisors who answer questions, provide instruction, and make sure all repairs are done properly and safely.
- **Partner Church Workdays**: Partner Churches provide their own leaders and volunteers, and a more holistic service since the church takes a home from start to finish.
- **Retiree Workdays**: Our group of skilled retirees volunteer on Mondays and Thursdays to do emergency repairs and the more technical projects.
- **Corporate Workdays**: This weekday opportunity is a vital part of the Good Works volunteer experience, as local businesses encourage employees to participate in mid-week workdays as a team building activity and a way to "give back" to the community.
- **Summer Work Camps**: We normally hold 4, week long Work Camps for church youth groups, plus an additional week for adults.

Specific needs and issues to be addressed

Chester County is the most affluent county in PA but is a county riddled with great income disparities with pockets of extreme poverty. Poverty is a systemic social inequity that prevents low income individuals and families from accessing, achieving, and maintaining the living standards they deserve. The income of the homeowners/families we serve is at or below 200% of the Federal Poverty Level. Many are on the precipice of having their homes condemned or being homeless because they can't afford the expensive repairs their homes so desperately need. Many live with life threatening conditions involving fire, safety, and health hazards with nowhere to turn because of their lack of resources. People living in houses in disrepair battle serious side effects including mold induced health issues, exorbitant utility costs, mental health issues, and children with lower outcomes in school negatively impacting their future success. Our work is vital to these marginalized community members because we provide a solution that provides them with a stable more affordable housing solution allowing them to avoid homelessness or worse because of the ongoing unaddressed fire, health, and safety conditions within their home.

We fill a major gap in the home repair industry because unlike the other home repair organizations in our area that only address the critical need or only spend a certain amount of money on each home, once a homeowner is approved for our program, we perform a whole house inspection. We immediately start repairing the critical needs and when they are complete, they go on our waiting list for the balance of the repairs. We make all repairs no matter how extensive and expensive free of charge to the homeowner. When the house is complete, the homeowner has a house that will further ensure they can stay in their home because we have addressed all their repair needs.

Homeowners can't reapply for our program for five years so we provide them with two hope certificates they can redeem for additional home repairs during that five-year period. The home repairs we do along with the hope certificates provide the homeowner with a stable housing situation further ensuring their ability to stay in their home. Our work increases the value of their home and an additional bonus is that oftentimes our repairs manifest in reduced utility and medical bills freeing up income allowing families to become more financially independent.

Why it is important to fund this now

Many low-income Chester County families live in unsafe/unhealthy homes many of which have life threatening issues. The HUD Healthy Housing initiative strategic plan states, "*Anyone can suffer from housing related illness and injury; however certain groups such as low-income individuals, children, the elderly, or individuals with chronic illness are more susceptible.*" The physical dangers are easy to see. Not as evident are the effects those conditions have on a person's mental health.

Good Works helps low-income families remain in their home by:

- Making it more affordable by providing no charge home repairs and improving the quality of life for everyone in the home.
- Uniting individuals, businesses, and churches in a single compassionate purpose.
- Dramatically increasing the return on each dollar invested by using volunteers to make repairs.
- Sharing the faith that motivates us through deed and word.

Our services are in high demand with a two-year backlog currently. Once approved for our program, we immediately start repairing the critical needs and when they are complete, the house goes on our waiting list for the balance of the repairs. When the house is complete, the homeowner has a house that will further ensure they can stay in their home because we have addressed all their repair needs. Despair is turned into hope.

Many of those we serve are on the precipice of having their homes condemned or being homeless because they can't afford the expensive repairs their homes so desperately need. Many live with life threatening conditions involving fire, safety, and health hazards with nowhere to turn because of their lack of resources. People living in houses in disrepair battle serious side effects including mold induced health issues, exorbitant utility costs, mental health issues, and children with lower outcomes in school negatively impacting their future success. Our work is

vital to these marginalized community members because we provide a solution that provides them with a stable more affordable housing solution allowing them to avoid homelessness or worse because of the ongoing unaddressed fire, health, and safety conditions within their home.

How impact and results will be demonstrated

Housing is a basic need for everyone. Good Works' repairs provide the following outcomes:

- We eliminate substandard living conditions which have proven to adversely impact children's performance and outcomes in school negatively impacting their future. Strong educational performance improves their chances of breaking the generational poverty cycle.
- We combat homelessness by enabling people to remain in their home, which keeps them safer and reduces their dependence on government and social programs.
- We save homes from being condemned and our repairs increase home values.
- We help homeowners and their families go from unsafe and unhealthy living conditions to a stable environment in a warm, safe, dry and healthy home.
- We repair issues which make the home more energy efficient which oftentimes manifests in decreased utility bills increasing financial independence.
- We address fire, safety and health hazards in the home, like mold. Remediation improves the quality of life for everyone in the family and reduces costly out of pocket medical expenses.
- When the home is complete the homeowner receives two Hope Certificates which can be redeemed for future repairs further assisting homeowners to be able to stay in their home.
- Homeowners and their families learn they are not alone, that there are people in the community who care and are willing to help which benefits their mental health.
- Homeowners and their families develop relationships with volunteers from the community they might not otherwise meet.
- Hearts and lives are transformed as hope and dignity are restored.

We annually report on: # of volunteers, volunteer hours, families assisted, and homes completed. Our homeowner exit survey includes qualitative and quantitative questions. Homeowner testimonials communicate how they feel about their involvement with us. Our survey includes a quantitative scoring system asking homeowners to rate our impact with options ranging from Strongly Disagree (1) to Strongly Agree (5) in the following areas: Good Works helped me remain in my home, my home is safer, I learned I am not alone; there are people who care and my quality of life improved because of Good Works.

The 2023 homeowners responded to the above statements with average scores of 4.6, 4.8, 4.5, and 4.5 respectively. Since 5 is the highest score, these numbers show homeowners are pleased with our work. Homeowners have the opportunity to explain the factors that contributed to the grade. These homeowner quotes illustrate the impact we are having in our homeowner's lives:

- I now have running water.
- I am less depressed because my house is fixed.
- I now have a good safe warm home.
- I have a home I can be proud of.
- Repairs made things easier & more accessible for me accommodating my disabilities.
- Without their repairs I would have had to leave the home I love.

A consistent response is my house needed repairs I could never have afforded. By making these repairs, we provide homeowners with a viable solution for staying in their home.

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 to apply online for grants from all Community Foundation Funds.
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 - Per IRS Regulations, applicants must be charitable, tax exempt organizations with 501(c)(3) certification & cannot be individuals.

II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

Provide clear, concise information. 3 pages maximum.

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

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.*

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*Connecting people who care with causes that matter,
so their legacies make a difference.*

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