

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)

Capacity Building Grants (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.

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

- 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) 696-8211** or grants@chescofcf.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.chescofcf.org

Date

Contact Information

Organization Name: Main Line Deputy Dog
 Address: PO Box 210 Devon, PA 19333
 Phone: 734-476-5716
 Website: www.mldd.org
 Year Incorporated: 2012
 FEIN: 27--3560764

ED/CEO Name: Mark Stieber
 ED/CEO E-mail: mark@mldd.org
 Board Chair Name: Mark Stieber
 Board Chair Approval (check here):
 Primary Contact Name: William Klein
 Primary Contact E-mail: will@mldd.org

Organization Information:

Field/s of Interest:

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

Mission: Main Line Deputy Dog’s mission is to empower people with disabilities to lead an independent life by teaching them to train their own service dog—their deputy dog.

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

Describe Population Served & Annual Number of People Served: MLDD serves people with disabilities, especially veterans. We serve 45 student/dog teams a year.

Annual Budget \$129,420	_____ 1 # of Full-Time Equivalent Paid Staff
_____ 65 % of budget for program expenses	_____ 6 # of Board Volunteers
_____ 26 % of budget for administrative expenses	_____ 22 # of Active Non-Board Volunteers
_____ 4 % of budget for fundraising expenses	_____ 35 # of Volunteer Hours
<i>100 % total</i>	

Top 3-5 funding sources:

1. General Contributions (\$ 95,067)
2. Class Fees (\$15,280)

3. Grants/Foundations (\$10,090)

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: \$8,770

Proposal Summary:

Service dogs provide life-changing assistance for people with physical and psychiatric disabilities. However, the massive cost and extensive wait times associated with traditional service dogs make them inaccessible for most. Main Line Deputy Dog takes a novel approach to solve this problem: we pair our students with rescue dogs, help them with the adoption process, and teach them to train their own service dogs in weekly classes. This process is proven to be effective: 80% of our students graduate in two years with service dogs that pass Assistance Dogs International’s certification test.

Due to the increased demand for MLDD’s services, we now have more applicants than our funding can support. Our funding request will fully cover the cost of certifying a student team during an average 2-year class cycle. This amount will pay for classes, materials, trainer fees, and certification fees. After 2 years, our student will have a fully-trained service dog which will help them be more independent and confident every day.

II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

Provide clear, concise information. 3 pages maximum.

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

Main Line Deputy Dog began in 2012 with just 2 human-canine teams. Since then, we have graduated 47 teams, have 30 teams in training, and 30 more teams on our waitlist. Our current students include veterans with both physical challenges and Post Traumatic Stress Disorder (PTSD), multiple sclerosis sufferers, car accident and stroke victims, and many others. We seek to enrich and transform our students' lives with the help of a service dog. It's incredibly fulfilling to watch our students be better able to walk, open and close doors, get the mail, and do other activities many able-bodied people take for granted.

Our model is unique. We rescue area dogs and match them with new students. The dogs live with their new human partners full-time, coming to weekly classes for up to two years. New tasks are taught weekly, challenges are addressed, and adjustments are made. We take students on frequent field trips to practice public access protocol and specific tasks. When instructors and students believe the students are ready, a three-panel review board administers the Assistance Dogs International service dog test. Upon successful completion, our students are certified as an official Deputy Dog service dog team. Following graduating, they return to class once a month for their first year to ensure they keep up their training, and once a year following that.

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**

This grant will fund a comprehensive two-year Main Line Deputy Dog (MLDD) training program for one of our prospective students. These funds are necessary because the increased demand for service dogs has exceeded our current funding capabilities. We have a waitlist of 30 students pleading for services beyond what we can afford, so this grant will enable us to provide for the participation of an additional student team.

Our student population encompasses a diverse range of individuals, including military veterans who have served our country with honor, and civilians facing physical and psychiatric challenges. Many of our veteran students have returned from deployments with injuries and conditions that significantly impact their daily lives. For example, one of our veteran students suffers from lung damage due to exposure to burn pits, while others grapple with post-traumatic stress disorder (PTSD). Service dogs provide crucial support for these individuals, offering comfort during psychiatric episodes and assisting with tasks that would otherwise be impossible.

Our civilian students face similar challenges and rely on service dogs to assist them with mobility, balance, and daily tasks. Service dogs are trained to retrieve essential items, open doors, and provide physical support when needed. Psychiatric service dogs can interrupt instances of self-harm and help students feel safe venturing into public. The most important task service dogs provide is loving and caring for their handlers. The bond our students form with their dogs cannot be replicated—it is deep and redemptive since it is formed by the dog helping their handler adapt to their disability.

Our program has two broad objectives: the first is to provide a new student with a service dog trained to Assistance Dogs International (ADI) standards of certification. The second is to empower them with the necessary skills to lead an independent life with their service dog. They will attend 72 hours of group classes and 20 hours of one-on-one sessions with expert trainers. Students typically attend one class per week to ensure optimal learning and retention.

During training sessions, students teach their dogs specific actions tailored to the students' needs. Each class includes evaluations where the student team's ability to perform each task is ranked on a 1-5 scale. This evaluation system helps track progress, identify areas for improvement, and ensure mastery of essential tasks. At the end of each class, students receive personalized instructions from their trainers for training outside of class. The skills dogs learn in one environment, like our training center, do not always transfer to environments like the trainer's home, so these individualized training plans ensure consistency in our students' efforts to reinforce their dogs' skills at home and in other settings. As students progress through the program, they undergo evaluations in public settings like Petco, Target, or Home Depot to assess their readiness for graduation. These evaluations simulate the test required for certification by ADI. Successful completion of these evaluations marks graduation from our weekly classes.

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