

## 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 9/11)

- ◇ 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. 11** are eligible for consideration.
- ◇ Grant **awards** typically range from **\$500-\$5,000**, with monies distributed by **February**.

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

Date

## Contact Information

Organization Name: Canine Partners for Life  
Address: 334 Faggs Manor Rd., Cochranville, PA  
Phone: 610-869-4902  
Website: [www.k94life.org](http://www.k94life.org)  
Year Incorporated: 1989  
FEIN: 23-2580658

ED/CEO Name: Janie Cramer  
ED/CEO E-mail: [jcramer@k94life.org](mailto:jcramer@k94life.org)  
Board Chair Name: Jen Madden  
Board Chair Approval (check here):   
Primary Contact Name: Diane Blenke  
Primary Contact E-mail: [dblenke@k94life.org](mailto:dblenke@k94life.org)

## Organization Information:

### Field/s of Interest:

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

### **Mission:**

The mission of Canine Partners for Life is to increase the independence and quality of life of individuals with physical, developmental, and cognitive disabilities or who are in other situations of need.

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

Canine Partners for Life's (CPL) services are primarily focused within a 250-mile radius of the CPL campus in Cochranville, PA, though services are provided nationwide. Currently, 12 active full service and companion teams are located in Chester County.

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

Adults and children who have mobility impairments, seizure disorders, or cardiac issues. CPL provides ongoing support and training to 150 active teams, with 10-15 new teams placed each year.

**Annual Budget** \$ 1,473,400      15 # of Full-Time Equivalent Paid Staff  
12.6 % of budget for program expenses      10 # of Board Volunteers  
83.4 % of budget for administrative expenses      700 # of Active Non-Board Volunteers  
4 % of budget for fundraising expenses      10,000+ # of Volunteer Hours  
100 % total

### **Top 3-5 funding sources:**

Individual Donors  
The Scaife Family Foundation  
The Independence Foundation  
West Pharmaceuticals, Inc.  
The Allerton 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:** \$5,000\_\_\_\_\_

**Proposal Summary:**

Since 1989, Canine Partners for Life (CPL) has been partnering service and companion dogs with people who have various physical, cognitive and developmental disabilities, or who are in other situations of need, to provide them the opportunity to live a more independent life. CPL is committed to forming successful, lasting partnerships which grow and change throughout the challenges that come with living with a disability. The programs which ensure this mission is achieved, like the CPL Breeding Program, the Community and Prison Puppy Raising Programs, Advanced Dog Training Program, Team Training, and Graduate Support Program, are critical to the overall success of these partnerships. General operating support will ensure that these programs continue to develop and succeed and ultimately increase the independence of individuals with disabilities.



## II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

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

### **Nonprofit's history, goals, key achievements & distinctiveness**

**History:** Founded in 1989, the mission of Canine Partners for Life (CPL) is to increase the independence and quality of life of individuals with physical, developmental, and cognitive disabilities or who are in other situations of need by providing professionally trained service and companion dogs. CPL serves clients with conditions such as muscular dystrophy, cerebral palsy, multiple sclerosis, narcolepsy, ALS, autism, cardiac syncope, stroke, Downs Syndrome, and seizure disorders. As one of the first service dog organizations in the world to be accredited by Assistance Dogs International (ADI), CPL is a highly respected leader in the assistance dog industry and continues to meet the highest standards in the industry.

**Goals:** CPL places service and companion dogs. Service dogs benefit adults and children who have mobility impairments and balance disorders, seizures, and cardiac disorders. They are trained to perform specific tasks for their partners. Companion dogs are placed with individuals or within facilities to benefit a person or people through the companionship of a well-trained dog. Facility companion dogs are placed in medical facilities, courthouses, or nursing homes, and typically work with individuals who are sick or are victims of abuse or trauma. Companion dogs play a vital role in the lives of their partners by providing unconditional love and support.

Each year, CPL places approximately 15 to 20 service and companion dogs, trains 60 to 80 dogs, and supports over 150 active teams. The objective of these partnerships is to enhance the quality of life of the clients through high-quality service dog partnerships. Each step of the program is designed with this purpose in mind. CPL's Breeding Program, Puppy Raising Programs, and Advanced Training Program are designed to create and prepare healthy, well-trained dogs to effectively assist individuals with disabilities anywhere they need to go. Team Training and Graduate Support Programs are designed to educate graduates on proper service dog care, etiquette, training, safety, and support.

**Key achievements and Distinctiveness:** Since its inception in 1989, CPL has placed more than 800 service and companion dogs nationwide. CPL stands out among other organizations for its innovation. For example, in 2006, CPL placed Adele, the first cardiac alert dog in the world. CPL is one of the few service dog providers to place full-service dogs with children as young as 12 years old, one of the first service dog organizations to establish a Prison Puppy Raising Program and remains one of the only service dog organizations that builds balance and support harnesses in-house. For several years, CPL has earned GuideStar's Platinum Seal of Transparency and Charity Navigator's 4-star ratings for demonstrating strong financial health and commitment to accountability and transparency. This is the highest possible rating for both charity rating groups and represents CPL's adherence to sector best practices and execution of the mission in a financially efficient way.

### **Funding Request**

#### **a. Description of key initiatives**

Each CPL dog goes through a two-year, comprehensive, and customized training program to meet the specific needs of its human partner. CPL breeds puppies, works with local rescues and professional breeders, and participates in the Assistance Dogs International (ADI) breeding program. Puppies born at CPL are raised onsite at CPL for the first 8 weeks of their lives. From 8 weeks to 6

months of age, puppies live in volunteer homes where they are socialized and learn basic obedience skills. At 6 months of age, the puppies are partnered with inmates at one of the 6 prisons that are a part of the life-changing Prison Puppy Raising Program. As the puppies are provided with the training and structure that they require, the inmates are given the opportunity to give back to the community, learn new skills, and experience the puppies' unconditional love.

At approximately 14 months of age, the dogs return to CPL to begin their advanced training. During this time, the trainers begin the partnering process. Trainers meet with each client and customize the skills of the dogs to meet their future partner's needs. This process coalesces at Team Training, the 2.5-week period during which the newly matched teams work onsite at CPL. Team Training includes skills development, lectures, community access trips, and teaching the dog's recipient how to work with, care for, and grow their bond with their canine partner.

Graduation takes place on the last day of Team Training, celebrating the client's and dog's accomplishments and their new partnership. CPL is committed to serving their teams throughout the life of the partnership and has one of the strongest follow-up programs in the service dog industry. Graduate support ensures the well-being of the client and the dog by providing opportunities for follow-ups and a supportive community for the partnership to thrive.

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

As this grant is for General Operations, funding will be allocated to support all of the core programs: Breeding Program, Whelping Program, Community Puppy Raising and Prison Puppy Raising Programs, Advanced Training Program, Team Training, and Graduate Support. It costs more than \$32,000 to breed, whelp, train, place, and provide lifetime support to each service and companion dog placed by CPL. In return, CPL only asks their clients to support the organization in a way that is meaningful to them - there is no cost for the service or companion dog. CPL's service and companion dogs are highly sought after; most successors have a wait of less than two years, but new clients who need an alert dog have an average wait of 5 years, and those who need a mobility assistance dog wait between 4-5 years. This grant would help CPL increase the number of dogs in the program while maintaining the highest standards and quality, thereby reducing the wait time.

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

As the rate of disability increases, the need for service dogs grows. 28% of adults in the United States have a disability. Childhood disability continues to increase, with the prevalence of developmental disabilities in children ages 3–17 increasing from 7.4% to 8.56% from 2019-2021. There is an urgent need to ensure that these individuals are receiving the support they need to achieve their goals and live fulfilling lives. CPL clients have found that their disabilities severely restrict their ability to perform activities of daily living and to participate meaningfully in society. Service dogs provide support for children and adults with disabilities to enter into society feeling safer and more confident.

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

While CPL prefers to focus on the quality of its service and companion dog teams rather than the quantity trained, the success of the program is measured in a variety of ways: by the number of puppies entering our program, the number of dogs who graduate, the number of applicants who complete Team Training, the longevity of partnerships, and the number of graduates who return for a successor dog. The success of specific programs, such as the in-house breeding program and Prison Puppy Raising Program (PRPP), is measured by the number of graduating dogs who come from those programs.

Success can be measured by the rating clients receive on the CPL Certification Evaluation. CPL strives to certify and graduate 100% of participants in each Team Training class and rarely fails to meet

that goal. Teams are required to recertify every 1-2 years for the life of their partnership, allowing CPL to identify possible training needs and identify new challenges. Success can also be measured in longevity, the number of years a team is actively working together. To improve the longevity of partnerships, the Program Team developed a formal evaluation procedure to measure a dog's mental and physical ability for service work. They conduct this evaluation with each dog prior to matching them with an applicant. In addition to communication with the Associate Director of Program Services, clients submit written reports to CPL every six months regarding the health of the dog and activities of the team. CPL is also beginning to collect data from clients to quantitatively measure the ways that service dogs help them.

Most importantly, CPL's impact is measured through the increased independence that their clients experience. Service and companion dogs enable clients to live life more fully and pursue their personal and professional goals. One such example is Mackenzie, a spring 2024 graduate, who completed graduate school with her service dog by her side:

"Chaos came into my life at a pivotal moment. I was in the midst of my last full-time internship, just five weeks left to go when we returned from our intensive team training. Those final weeks were grueling, but Chaos made them manageable. His alerts helped me conserve my energy and avoid pushing myself too hard. With his forward pull and knack for retrieving items, I found I could do more after clocking out and on my off days.

Living with POTS, EDS, and narcolepsy with cataplexy, along with a host of other chronic health issues, meant my days were often unpredictable. I battled migraines, brain fog, intense fatigue, GI problems, and pain nearly every day. I was known for pushing myself too hard and rarely letting anything stop me. But there were times when my symptoms would force me to modify my plans or, worse, cancel them altogether.

Finding CPL through a friend who shared my disabilities was a game changer. Chaos alerts me to changes in my heart rate and blood pressure, giving me the crucial moments I need to rest before things get worse. He's my guardian, my energy conserver, and my constant companion.

I walked across the stage at the University of Georgia, beaming with pride as I received my Master of Education for Speech-Language Pathology. The journey had been a challenging one, filled with obstacles and triumphs. Beside me, with his tail wagging enthusiastically, was Chaos, my loyal service dog. Together, we had conquered so much."

### **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