CHESTER COUNTY
community
FOUNDATION

28 W. Market Street, Lincoln Biography Building
West Chester, PA 19382
610.696.8211 www.chescocf.org

Let your legacy
make a difference in
Chester County

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)	Fund for Chester County Capacity Building Grants (Due 9/11)

◊ 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 <u>anytime all year</u>.
 ◊ Grant decisions are made **intermittently** all year, as Fund Advisors desire.
 ◊ Grant **awards** typically range from **$500-$7,500.**
	◊ 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:
	     o Mission, Vision & Strategy
	     o Governance & Leadership
	     o Partnerships & Collaborations
	     o Operations & Technology
	     o Fundraising, Development & Marketing
	 ◊ Proposals submitted between <u>July 1 -</u> <u>Sept. 11</u> 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 <u>must be</u> charitable, tax exempt organizations with 501(c)(3) certification & <u>cannot</u> be individuals.

Please contact Grants Administrator **Kevin Baffa** at **(610) 696-8211** 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

<div align="right"><u>Date</u></div>

<u>**Contact Information**</u>

Organization Name: Youth Mentoring Partnership   ED/CEO Name: Mark Mintzer
Address: 967 E. Swedesford Rd Suite 401 Exton, PA 19341 ED/CEO E-mail: mark@youthmp.org
Phone: 610 639 5150   Board Chair Name: Scott Dillman
Website: www.youthmp.org   Board Chair Approval (check here): x
Year Incorporated: 2009   Primary Contact Name: Tim Connor
FEIN: 26-1366523   Primary Contact E-mail: tim@youthmp.org

<u>**Organization Information:**</u>
Field/s of Interest:

___ Arts, Culture & Humanities   ___ Environment/Animal Welfare   _x_Education
_x_ Health   _x_ Human Services   ___ Religion

Mission: The mission of our YMP is to provide inner-city kids a constant positive adult so these kids can grow up to be happy and healthy contributing members to our community.

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

Describe Population Served & Annual Number of People Served: boys and girls from 6th grade through 12th grade

Annual Budget $__2MM_____ ___24_____ # of Full-Time Equivalent Paid Staff
_____75___ % of budget for program expenses   _____10___ # of Board Volunteers
_____12___ % of budget for administrative expenses_____24___ # of Active Non-Board Volunteers
___13_____ % of budget for fundraising expenses ____35____ # of Volunteer Hours
   100   % total

Top 3-5 funding sources: United Way, Alliance for Health Equity, IMC Construction, Allan Myers

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: $__5,000_____

Proposal Summary: Research shows us that far too many kids, 1 in 3, are growing up without even one constant, positive adult in their lives and this is a root cause for the amount of poverty and violent crime we are experiencing here in our Greater Philadelphia.   With the help if many, we have been

able to grow our organization over the past four years from a handful of mentors working with 400 kids on a $400,000 budget to now having 18 full-time and professionally trained mentors working with over 3000 kids annually with a $2,000,000 budget. Due to the tremendous need, we need to keep this organization going and growing.

1. Nonprofit's history, goals, key achievements & distinctiveness You can find some of the history in the proposal summary. Our goal is to get as many kids that we serve to become happy and healthy contributing members to our community. Some of the key achievements you will find in our most recent Impact Study, which I will attach to this proposal. YMP has also given, so far, eight graduating YMP students the opportunity to attend the trade school, Pennco Tech, at no cost. The distinctiveness is the fact that we serve so many kids, over 3000 kids per year.

2. Funding request

- **Description of key initiatives-** Our new Continuum for Success is one of our key initiatives where we will continue to surround approximately 125 graduating YMP young adults with services and mentoring, better assuring their success after high school.
- **Specific needs & issues to be addressed** We found that even after years of mentoring and kids gaining confidence and work ethic, through YMP's 3G programming, these young adults are still very vulnerable. They lack basic skills such as financial literacy, navigating FASFA applications and higher education opportunities, lacking a network to turn to for help. I am attaching our new Continuum for Success program information with this proposal.
- **Why it is important to fund this now** Because there is a current need and this need will continue due to the fact that schools are not equipped to teach such disciplines nor provide such a network to their graduating students.
- **How impact & results will be demonstrated** – This will be easy as we will continue being engaged with these young adults and helping them until they have a good paying job, that they enjoy, with healthcare & retirement benefits. That's when we will disengage from the person(s) but they know they will be able to call on us, if necessary.

- *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.*

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