

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 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@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: Breakthrough Challenge
Address: 14 W. Highland Ave., Phila., PA 19118
Phone: 215-495-9032
Website: Breakthrough-Challenge.org
Year Incorporated: 2014
FEIN: 46-5471970

ED/CEO Name: Bo Ebby
ED/CEO E-mail: see below
Board Chair Name: Bo Ebby
Board Chair Approval (check here): ☒
Primary Contact Name: Bo Ebby
Primary Contact E-mail: boebby@breakthrough-challenge.org

Organization Information:

Field/s of Interest:

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

Mission: We are a volunteer board, 501(c)(3) non-profit that raises funds for breakthrough cancer research at the Penn Abramson Cancer Center. 100% of donations received go directly to funding research; we do not get charged for overhead; the BC board covers expenses through grants, corporate sponsorships, and board contributions.

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

☐ The focus of the ride is the Philadelphia 5-county area, the Abramson Center's reach is national and international.

Describe Population Served & Annual Number of People Served:

☐ We average approximately 400 participants and volunteers per year, who collectively raise over \$300,000 each year; our collective community is approximately 1,500 strong.

Annual Budget \$ <u>60,000</u>	<u>0</u>	# of Full-Time Equivalent Paid Staff
<u>90</u> % of budget for program expenses	<u>11</u>	# of Board Volunteers
<u>2</u> % of budget for administrative expenses	<u>25</u>	# of Active Non-Board Volunteers
<u>8</u> % of budget for fundraising expenses	<u>650</u>	# of Volunteer Hours
100 % total		

Top 3-5 funding sources: Annual Match Challenge sponsored by the Zent Family Foundation; Corporate Sponsorships; Rider-Raised Funds; Board Donations

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:

Founded in 2014, the Breakthrough Challenge is a 501(c)(3) non-profit charity that raises funds for breakthrough cancer research at Penn's Abramson Center. We are a volunteer board and have no paid administrative staff. To achieve our pledge that 100% of rider raised funds will go directly to funding cancer research, the board covers ride-day expenses through corporate sponsorships, grants, and board contributions. Each board member devotes countless hours to the cause, raises funds and teams, and secures sponsors. To date, we have donated over \$2.85 million, all of which goes directly to funding research; we do not fund overhead. This year, we are poised to eclipse \$3 million in total research funding. Many of the researchers we fund go on to leverage their Breakthrough grants into larger grants from NIH and others. Moreover, many of our grant recipients fund raise and ride each year, including some of the Abramson Center's most renowned physicians and researchers.

The focus of each year's campaign is a scenic bike ride in September, starting and ending at the Daniel Boone Homestead in Berks County, followed by a celebratory lunch and brief awards ceremony. Many of our riders and donors hail from Chester County, and the Abramson Center treats Chester County residents.

We seek a Chester County grant this year to help defray the costs of our website and social media campaign. Our long-term partner, The Wells Foundation, which previously provided support in this area at a discounted rate, has retired. To fill this void, we have partnered with Shoestring Digital and GiveSignup to provide these services this year, which costs include the buildout of our website for the new platform. Our current budget for the website and our social media campaign \$23,500. We seek a \$5,000 grant towards this cost, with the board raising the balance (and funds for our other ride day expenses).

Thank you for your consideration.

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.

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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*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

Founded in 2014, the Breakthrough Challenge is a non-profit, 501(c)(3) charity that raises funds for breakthrough cancer research at Penn's Abramson Center. To date, we have donated over \$2.85 million, all of which goes directly to funding research; we do not fund overhead. This year, we are poised to eclipse \$3 million in total research funding. Many of the scientists we fund go on to leverage our grants into larger grants from NIH and others.

The focus of each year's campaign is a scenic bike ride in September, starting and ending at the Daniel Boone Homestead in Berks County, followed by a celebratory lunch and brief awards ceremony. Many of our riders and donors hail from Chester County. The eleven-person volunteer board is the driver of our organization. Each board member devotes countless hours to the cause, raises funds and teams, and secures sponsors.

To achieve our pledge that 100% of rider raised funds will go directly to funding cancer research, we cover ride-day expenses through corporate sponsorships and board donations.

We seek a Chester County grant this year to help defray the costs of our website and social media campaign. Our long-term partner, The Wells Foundation, which previously provided support in this area, has retired and we have partnered with Shoestring Digital and GiveSignup to provide these services this year. Our current budget is \$4,000 to buildout the website and approximately \$2,000 to maintain it over the course of the 2025 campaign.

The website is a key to our social media and necessary for our online donations.

Over the past several years, we have organized our annual participation of approximately 350-400 rides and volunteers and have donated approximately \$300,000/year.

Many of our grant recipients walk the walk and raise funds and ride with us on ride day, including internationally and renowned cancer researchers.