

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: One House at a Time
Address: 411 Susquehanna Road, Ambler, PA 19002
Phone: 267-544-7567
Website: www.ohaat.org
Year Incorporated: 2001
FEIN: 23-3046871

ED/CEO Name: Kate Fay
ED/CEO E-mail: kate@ohaat.org
Board Chair Name: Ken Barber
Board Chair Approval (check here): ☒
Primary Contact Name: Kate Fay
Primary Contact E-mail: kate@ohaat.org

Organization Information:

Field/s of Interest:

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

Mission: One House at a Time's (OHAAT) mission is to help families establish (or reestablish) self-sufficient lives by providing them with the necessities of a functional home environment. Our current focus is ending child bedlessness in Philadelphia and her surrounding counties. Through our Beds for Kids program, we provide children and youth with beds, bedding, and tools that encourage healthy bedtime habits so that they can get the quality and sufficient sleep they need to thrive.

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

Philadelphia, Montgomery, Bucks, Delaware and Chester Counties. OHAAT serves all of Chester County, but in 2024 the primary regions of Chester County served were Avondale, Cochranville, Downingtown, Kennett Square, Spring City, Toughkenamon, West Chester, and West Grove.

Describe Population Served & Annual Number of People Served:

In order to qualify for the Beds for Kids program families must satisfy three criteria: children must be aged between 2 and 20 years old, they must be living in a family whose income is below the federal poverty threshold, and they are sleeping with inadequate bedding. Many of the children are transitioning out of shelters or other temporary housing; some are recovering from fires, floods, or bed bug infestations; and others have been sleeping without a bed their whole lives. In 2024 the Beds for Kids program served 2923 children. 49% of recipients were female, 50% were male, and 1% were neutral/not reported. 53% were Black or African American, 11% were Hispanic, 5% were Caucasian, 1% were Asian or Pacific Islander, 3% classified their race as Other, and 27% did not identify. 20% were between 2 and 4 years old, 50% were between 5 and 11 years old, and 17% were between 12 and 14 years old, 12% were between 15 and 18 years old, and 1% were aged 19 and older. 81% of recipients resided in Philadelphia, 7% in Bucks County, 8% in Montgomery County, 2% in Chester County, and 2% in Delaware County.

Annual Budget \$ <u>869,413</u>	<u>5</u> # of Full-Time Equivalent Paid Staff
<u>91</u> % of budget for program expenses	<u>10</u> # of Board Volunteers
<u>5</u> % of budget for administrative expenses	<u>619</u> # of Active Non-Board Volunteers
<u>4</u> % of budget for fundraising expenses	<u>3,573</u> # of Volunteer Hours
100 % total	

Top 3-5 funding sources:

1. Impact100 Philadelphia
2. The Foundation of Delaware County
3. W.W. Smith Charitable Trust
4. The Bucks County Community Foundation
5. Pincus Family Foundation

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: \$ 10,000

Proposal Summary:

OHAAT's Beds for Kids program is driven by the core belief that no child should ever have to sleep on the floor. Unfortunately, research estimates that in the Greater Philadelphia area there are more than 6,000 children each year going to sleep on the floor or on makeshift beds of blankets, cushions, or other materials that may be available to them. Coupled with insufficient heating or cooling, and the presence of rodents or other infestations, these situations are unbearable.

The Beds for Kids program provides an end-to-end solution for families with very limited resources. Very often at the point at which we deliver the beds, the family may have been able to secure a roof over their heads but have very little else. Being able to provide essential items such as beds and bedding, along with 'nice to have' items such as a stuffed animal and bedtime books, brings excitement and a sense of pride to the children who are receiving them. It also provides an overwhelming sense of relief to the parents who have simply been unable to afford to provide these items for their children.

The Beds for Kids program was designed to support the work of other health and human service providers, not duplicate it. Recipients must be referred by one of our referral partners who are best placed to assess the needs of individual families. We are proud of our collaborative approach to service delivery, working side by side with our referral partners to deliver tangible and lasting health solutions to children in our community.

Every family we serve is living on or below the Federal poverty threshold and is seeking to rebuild their lives. Often our families have experienced a physical or emotional trauma that has had a devastating impact on their lives. Over 300 community partners, including the Home of the Sparrow, Mighty Writers El Futuro Kennett, Chester County Intermediate Unit, Family Promise of Southern Chester County, and Gaudenzia identify families in need of basic necessities, including beds for their children, and refer these families to OHAAT's Beds for Kids program.

The number of children and youth served in Chester County has increased by over 112% since 2018. We have established several strong partnerships with organizations in Chester County, but they still make up only x% of our referral partners. OHAAT respectfully requests \$10,000 in general operating support to

enhance our community outreach efforts and increase our strategic partnerships in Chester County, where our Beds for Kids program currently has limited presence.

II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

Provide clear, concise information. 3 pages maximum.

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

OHAAT was founded in 1998 by two industrious women. Equipped with a station wagon and donated furniture, they delivered to low-income fire and flood victims referred by the Red Cross. In 2001, OHAAT achieved 501(c)(3) status, and the Beds for Kids program was added as a supplementary program. In 2011, the Board of Directors decided to focus all efforts on the Beds for Kids program, to meet the critical need for beds not being met by any other organizations. Since this decision, the Beds for Kids program has grown from delivering 350 beds in its first year to over 2900 in 2024. In its 27-year history, OHAAT has provided over 20,000 children in Philadelphia, Chester, Delaware, Bucks, and Montgomery Counties with comfortable, warm, safe beds of their own.

The Beds for Kids 2025 goals are as follows:

- (1) Number served: we aim to provide at least 3,000 children and youth with a complete bedding package.
- (2) Leverage: we aim for the value provided to be at least two times its cost (i.e. recipients would have to pay twice as much to purchase the same goods and services on their own).
- (3) Turnaround time: we aim for average turnaround time (from referral to delivery) of no more than 9 days.

OHAAT prioritizes leveling the playing field for marginalized groups, specifically children in under-resourced communities. Our all-female team is deeply committed to addressing systemic inequities, offering a critical lifeline for families facing economic and social barriers. At a time where inequities are increasingly visible, our work represents a powerful counterbalance, but it requires consistent investment to sustain our impact.

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**

Expanding partnerships in Chester County is critical to extending the reach and effectiveness of the Beds for Kids program. With the Foundation's support, we can deepen collaborations with key service providers—including housing agencies, healthcare organizations, and schools—creating a more coordinated referral network that ensures no child in need of a bed is overlooked. Grant funding will allow us to actively participate in community coalitions, host regular partner convenings, develop localized resource materials, and enhance our capacity for

cross-sector collaboration. These investments will not only improve service delivery but also build sustainable systems of support for vulnerable families across the region.

To meet the growing demand for our services in Chester County, we must also expand our team. Additional staffing will allow us to respond more efficiently to referrals, strengthen partnerships through consistent communication, and deliver high-quality support to families at every stage of the process. With increased capacity, OHAAT can broaden its outreach efforts, scale delivery operations, and ensure that no child experiences unnecessary delays in receiving a safe place to sleep.

Robust community outreach is equally essential to driving impact. Strategic outreach enables us to connect with underserved populations, raise awareness about the importance of sleep health, and ensure families know how to access our services. It also positions OHAAT to listen, learn, and respond to community-specific needs while advancing broader conversations around health equity. Through consistent presence at community events, thoughtful digital engagement, and the production of culturally relevant materials, we can close gaps in access, advocate for inclusive policies, and improve long-term health and well-being for children and families in Chester County.

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