

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: A Celebration of Life and Legacy Foundation ED/CEO Name:

Address: PO Box 74 Skippack, Pa. 19474

Phone: 267-621254

Website: <https://alifeandlegacy.org/>

Year Incorporated: 2024

FEIN: 99-5020513

ED/CEO E-mail: alyse@alifeandlegacy.org

Board Chair Name: Alyse Archer

Board Chair Approval (check here): ☒

Primary Contact Name: Alyse Archer

Primary Contact E-mail:

alyse@alifeandlegacy.org

Organization Information:

Field/s of Interest:

☐ Arts, Culture & Humanities

☐ Environment/Animal Welfare

☐ Education

☒ Health

☒ Human Services

☐ Religion

Mission:

Geographic Area Served (If not all of Chester County, specify primary Chester County regions served): This grant will have geographic impact throughout all of Chester County in addition to eight other counties across PA.

Describe Population Served & Annual Number of People Served:

Annual Budget \$ _____ # of Full-Time Equivalent Paid Staff _____
_____100_____ % of budget for program expenses _____3_____ # of Board Volunteers
_____0_____ % of budget for administrative expenses _____4_____ # of Active Non-Board Volunteers
_____0_____ % of budget for fundraising expenses _____NA_____ # of Volunteer Hours
100 % total

Top 3-5 funding sources:

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: \$ _____ 6,000.00 _____

Proposal Summary:

II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

Provide clear, concise information. 3 pages maximum.

Proposal Summary:

The project that this non -profit organization focuses on is organizing “Celebration of Life” events, also referred to as living funerals, for individuals with terminal illnesses. These events provide a meaningful opportunity for patients to celebrate their lives, reflect on their journeys and share precious moments with their loved ones while they are still able. Each celebration is customized to reflect the vision of the honored individual, whether it be in their home, the home of a loved one or nearby community hall. All events include a guest list for up to 60 people, invitations, catering from Wegman’s, non-alcoholic beverages, paper goods, decorations, a yard sign, a memory photo book, and various entertainment options.

A Celebration of life and Legacy foundation was established in September 2024. The Founder has always had a deep desire to help others and spread love. Following the sudden loss of her brother and both of her parents to different illnesses, she recognized the profound pain of not having the chance for closure. Driven by her passion for event planning and her aspiration to make a difference, she wanted to offer families a meaningful way to honor their loved ones while facilitating the healing process through celebration and remembrance. Alyse has dedicated the past 20 years to working and volunteering with various non-profit organizations. She holds a Bachelor's degree in Communications, an MBA in Global Business/Management and a certification in Event Planning. Fueled by her passion for helping others and her educational background, she founded A Celebration of Life and Legacy Foundation.

In just three months, we have raised nearly \$7,000. Our goal is to raise \$30,000 to host 10 events honoring individuals in 2025. What sets us apart is that no other organization currently provides this unique service.

This work is vital because facing a terminal illness brings a whirlwind of emotions, challenges and financial strains. Much of the focus shifts to end-of-life planning, leaving loved ones overwhelmed and unable to consider creating meaningful moments. It also aids in the grieving process for their loved ones after their passing.

The impact and results will be reflected in the number of individuals honored and the support we provide to them and their loved ones.



***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