

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.

Nonprofits can submit proposals 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.
 - arts, culture & heritage
 - community improvement
 - education
 - environment
 - health
 - human services
 - religion
- ◇ **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 9/15)

- ◇ 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 grantmaking is to **strengthen the effectiveness of NPO's serving the Chester County region**, in areas including:
 - Mission, Vision & Strategy
 - Governance & Leadership
 - Partnerships & Collaborations
 - Operations & Technology
 - Fundraising, Development & Marketing
- ◇ Proposals must be submitted by **September 15** to be 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 9/29/2025

Contact Information

Organization Name: Crime Victims' Center of Chester Co.
Address: 135 W. Market Street, West Chester, PA 19382
Phone: 610-692-1926
Website: www.cvcofcc.org
Year Incorporated: 1973
FEIN: 23-2039284

ED/CEO Name: Christine Zaccarelli, Esq.
ED/CEO E-mail: christinez@cvcofcc.org
Board Chair Name: Cherie Arabia
Board Chair Approval (check here): X
Primary Contact Name: Chris Zaccarelli
Primary Contact E-mail: christinez@cvcofcc.org

Organization Information:

Field/s of Interest:

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

Mission:

CVC fosters healing, hope, and empowerment through free, confidential, and compassionate support for victims of sexual violence and other crimes. We guide individuals through trauma, recovery and legal processes. We work to prevent violence by promoting community inclusivity, raising awareness and imparting essential skills through outreach and education throughout Chester County.

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

Describe Population Served & Annual Number of People Served:

We provide direct services to all victims of crime and their families that live or who were victimized in Chester County. Our educational services are available to everyone in Chester County. In the past fiscal year, CVC provided Direct Services to just over 2,300 victims of crime and reached more than 17,000 individuals through our Direct Services and Prevention and Education Programs. We serve all victims of crimes, regardless of race/ethnicity, age, gender or income. Approximately 75% of our clients are female. All of our services are completely free and confidential to all who need them.

Annual Budget \$ 1,860,214 17 FT, 18 PT # of Full-Time Equivalent Paid Staff

<u>81</u> % of budget for program expenses	<u>12</u> # of Board Volunteers
<u>18</u> % of budget for administrative expenses	<u>10</u> # of Active Non-Board Volunteers
<u>1</u> % of budget for fundraising expenses	<u>225</u> # of Volunteer Hours

100 % total

Top 3-5 funding sources:

Pennsylvania Coalition Against Rape, Pennsylvania Commission on Crime and Delinquency, County of Chester, Phoenixville Community Health Foundation, Chester County Bar 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 however any size award will further our mission and is much appreciated.

Proposal Summary: Your general operating investment will strengthen our ability to keep pace with growing demand and increasingly complex community need. Victims are presenting with greater economic instability and more complex mental health needs; schools are requesting more educational interventions, especially internet safety for younger students to combat increased online safety risks, and safe dating programs for high school youth. Together, we can support and empower over 2,000 individuals, including children, victimized by crime, and reach over 15,000 students to mitigate their risk of being victimized while encouraging their participation in building a safer community.

II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

Provide clear, concise information. 3 pages maximum.

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

CVC is the only non-profit providing 24/7 access to services for victims of all crime in Chester County. We were founded in 1973, originally called the Rape Crisis Council. Our organization began as part of a grassroots effort by concerned local individuals to provide assistance and services to victims of sexual assault and their families. The unifying goal was to develop an atmosphere that would encourage victims of sexual assault to seek appropriate medical, psychological, and criminal justice system assistance. Services to victims of sexual assault were critically needed because there was a lack of reporting and fear of publicity, it was misunderstood and underestimated in the community, and there were no set standards for treating cases of sexual assault. At that time, victims had no voice in the legislation or in the court system. Unfortunately, victims of sexual violence are still facing the same challenges today as when we were founded over 50 years ago.

CVC offers a wide range of Direct Services to those who have been victimized by sexual and all other crimes, from the initial hotline call that is often a victim's first contact with us, to accompanying them to necessary appointments in the law enforcement, court and medical systems, to supporting them for as long as necessary with counseling to help them heal from the trauma of victimization. In 1974, we also created a preventive program, called our Prevention and Education (P/E) Program, which seeks to proactively educate students and others across Chester County about the nature of crimes, healthy non-violent strategies to respond to stress and conflict, and the services that are available to those who have experienced crime victimization.

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**

CVC provides the following services through our **Direct Services Program**:

- 24-hour hotline for victims of crime
- 24-hour crisis response and in-person accompaniment to hospitals, police stations, and legal proceedings
- Information and referral to other resources as appropriate
- Assistance with Crime Victims' Compensation and restitution claims
- Coordination with the Chester County Children's Advocacy Center and supporting child abuse victims
- Overview of victims' rights and legal process
- Assistance with preparing victim impact statements
- Group and individual counseling.

CVC's Direct Services provide immediate, personal and highly experienced support to victims of crime in Chester County from the point of violation until the client has found solid ground and resolution, regardless of how long this process may be. All of our direct services are provided free of charge and in a

confidential and culturally sensitive manner. Clients are able to access as many services as needed and are provided referrals to other community and government-based agencies for supplemental help when appropriate.

CVC's Prevention and Education Program We partner with a diverse range of communities throughout Chester County to foster environments that address the risk factors and promote protective factors of crime, including but not limited to sexual harassment, abuse, and assault perpetration. Because youth are at higher risk of being victimized, our Prevention and Education program prioritizes K-12 school- and college-based programming that helps youth learn skills to stay safe, become a protective bystander, and build their own peer relationships that center respect and consent. With this knowledge and the skills they learn, Chester County youth can mitigate the risks of becoming a victim, while becoming an active participant in eradicating violence, including gender-based violence, among their peer groups, in their schools, and in the broader community. CVC partners with every school district in Chester County, as well as with community groups that serve youth or at-risk populations like the Chester County Youth Center. Our Trauma-informed Response Training program helps professionals build safe environments, become a trusted adult, and respond appropriately to a victim disclosure, including mandated reporting.

CVC is Chester County's only comprehensive service organization for victims of all crimes with the exception of domestic violence. For over 50 years, we have been a critical resource to thousands of people countywide who have struggled with victimization. While the purpose of our work has remained steady for all of these years, the manner in which we have carried out our work have shifted with time, encompassing assistance with difficult encounters with the medical and law enforcement realms, trauma-informed counseling to heal the negative impacts of victimizations, stronger community partnerships that help victims receive timely support, and culturally informed care that reflects Chester County's diverse population.

If you would like to learn more about CVC or the impact of our work we would love to host you for a site visit! Please reach out to our CEO, Christine Zaccarelli at christinez@cvcofcc.org

➤ **III. ATTACHMENTS**

➤ *E-mail or mail this support information*

This information and more can be found at our Guidestar.com profile. Please note, our site is updated with the previous year's audit by October of each year.

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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so their legacies make a difference.***