



I. GRANT PROPOSAL SUMMARY SHEET

To obtain an electronic version of this application, visit www.chescocf.org

This page will be shared electronically with Grant Panel Members & Fund Advisors + posted online.

Date

Contact Information

Organization Name: Avon Grove Library
 Address: 117 Rosehill Avenue, West Grove, PA 19390
 Phone: 610-869-0866
 Website: www.avongrovelibrary.org
 Year Incorporated: 1966
 FEIN: 23-1371963

ED/CEO Name: David Payne
 ED/CEO E-mail: dpayne@ccls.org
 Board Chair Name: Susan Geiger
 Board Chair Approval (check here):
 Primary Contact Name: Sarah LaCour
 Primary Contact E-mail: slacour@ccls.org

Organization Information:

Field/s of Interest:

<input type="checkbox"/>	Arts, Culture, Heritage	<input checked="" type="checkbox"/>	Education, Library	<input type="checkbox"/>	Environment, Animals
<input type="checkbox"/>	Health	<input type="checkbox"/>	Human Services	<input type="checkbox"/>	Social Justice, Civic Engagement
<input type="checkbox"/>	Religion	<input type="checkbox"/>	If other, please describe:		

Mission: To foster lifelong learning and deliver enriching experiences in a safe welcoming environment, accessible to all.

Geographic Area Served (If not all of Chester County, specify primary Chester County regions served): Our immediate service area comprises the municipalities of West Grove, Avondale, Franklin, London Grove, London Britain, Londonderry, New London, & Penn. As a member of the Chester County Library System we also serve the wider County.

Describe Population Served & Annual Number of People Served. (Include Chester County # &/or % served.)
 Our immediate service area is made up of 34,000 residents. In 2025 we had 78,676 library visitors, and held 780 programs with 12,954 people attending.

Annual Budget \$ _____ # of Full-Time Equivalent Paid Staff 145
 _____ 5% of budget for program expenses _____ 4 # of Board Volunteers
 _____ 10% of budget for administrative expenses _____ 5 # of Active Non-Board Volunteers
 _____ 5% of budget for fundraising expenses _____ 145 # of Volunteer Hours
100% = total

Top 3-5 funding sources: State of PA, Chester County, 8 contributing municipalities.

This grant proposal is for: Direct Service Programs & General Operating &/or Capacity Building

If Capacity Building Proposal, the focus is:

<input type="checkbox"/>	Contingency Planning	<input type="checkbox"/>	Partnerships, Collaborations	<input type="checkbox"/>	Merger, Closure
<input type="checkbox"/>	Mission, Vision, Strategy	<input type="checkbox"/>	Board Engagement & Leadership	<input type="checkbox"/>	Marketing, Communication
<input type="checkbox"/>	Resource Development	<input type="checkbox"/>	Operations	<input type="checkbox"/>	Technology
<input type="checkbox"/>	If other, please describe:				

Grant Amount Requested from the Community Foundation: \$1,700.00 _____

Proposal Summary: *(a few sentences, please)*

This funding request seeks to finance the purchase of materials for our “Art in the Park” programs planned for Spring and Fall 2026. This series of free classes will offer different mediums and art processes in our local parks, which will allow patrons to enjoy and experience art in the beauty of our local parks, at the same time learning more about their local environment. The classes will be led by local artist and art educator, Rachel Broadbent.



II. GRANT PROPOSAL NARRATIVE

Provide clear, concise information in 1-3 pages. Please be brief.

1. Nonprofit’s overall aims, key initiatives, key achievements & distinctiveness

2. Funding request

- **What specific needs & issues are being addressed, via what programs and services?**
- **Why is it important to fund this now?**
- **How will results & impact be demonstrated?**

- **Additionally, for capacity building grant proposals:**
 - **How will this capacity building initiative impact your nonprofit?**
 - **How will this impact be demonstrated?**
 - **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 proposal/s if applicable.**

III. ATTACHMENTS

Email this support information. If it is on your website, please provide the URL.

1. Copy of **501 (c) (3)** federal tax-exempt letter
2. List of **Board** of Directors, with their affiliations **URL:**
3. Most recent **annual report URL:**
4. Audited or reviewed recent **financial statement URL:**
5. Itemized **organizational operating budget** with actual results for prior fiscal year & current fiscal year to date
6. If capacity building initiative, **itemized budget** (including external consultant’s proposal, if applicable)
7. Current **strategic plan**. If your nonprofit does **not** have a current strategic plan, **explain why**.

- Visit our website to learn more at www.chescocf.org
- Proposals are only accepted electronically: <https://chescocf.org/receive/apply-for-grants/>
- **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 Kevin Baffa, Grants Administrator or Stephenie Stevens, Grants Officer at (610) 696-8211 or grants@chescofc.org with any questions.

*Connecting people who care with causes that matter,
so their philanthropy makes a difference, now & forever.*



CAPACITY BUILDING FOR NONPROFITS: Coping with Cutbacks



Capacity building is about empowering nonprofits to do **more good, more effectively, and for the long term**. It strengthens an organization's ability to fulfill its mission, enhance sustainability, and better serve its community.

At its core, capacity building focuses on improving a nonprofit's internal systems, leadership, and resources so that impact can grow and endure.

Traditionally, capacity building has included efforts such as **board and staff leadership development, strategic planning, fundraising, and technology investments** to improve operations and organizational effectiveness.

Today, however, nonprofits face a rapidly changing environment. Shifts in federal policies have resulted in rapid changes at all levels and in new directions. Nonprofits must **"meet the moment" and cope with cutbacks— think differently, shift paradigms and transform how we understand and interact with the world around us...adapt how we plan, lead, fund, and collaborate.**

Capacity building can play a critical role in helping nonprofits adapt and innovate. This may include **funding scenario planning, exploring new revenue models, expanding partnerships, pursuing mergers or strategic alliances**, and other adaptive strategies that strengthen long-term resilience.

Capacity building support can take many forms, tailored to each organization's unique needs. Examples of projects that may be funded include:

- **CONTINGENCY & SCENARIO PLANNING**
Scenario Planning – Financial Modeling & Forecasting
- **PARTNERSHIPS, COLLABORATIONS**
Coalition Building – Collaboration - Mergers & Acquisitions
- **MERGER, CLOSURE**
These unprecedented times may present the need for a merger or closure of your organization.
Contact chaya@chescofc.org to confidentially discuss funding to assist in the planning or initial steps.
- **MISSION, VISION, STRATEGY**
Organizational Assessment - Strategic Planning – Strategic Restructuring – Coping With Cutbacks
- **BOARD ENGAGEMENT, LEADERSHIP**
Board Recruitment – Board Engagement – Increasing Networks & Community Support - Leadership Development – Executive Transition & Succession Planning
- **MARKETING, COMMUNICATION**

Nonprofit Business Messaging & Storytelling – Re-branding – Marketing Planning & Re-Positioning – Crisis Communications Planning

- **RESOURCE DEVELOPMENT**

Major Gift Donor Identification, Cultivation, Development & Stewardship - Development Campaigns (Annual, Capital, Planned Giving) - Earned Income Development - Social Enterprise Feasibility & Development

- **TECHNOLOGY, OPERATIONS**

Business Continuity Planning - Financial Management - Human Resources - Volunteer Management - Industry Certification - Risk Management - Technology Improvements ###

