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 09/23/2026

Contact Information

Organization Name: S.A.F.E., Inc
Address: 8. West Market Street, Wilkes Barre 18701
Phone: 570 535 0293
Website: www.autismsafe.org
Year Incorporated: 1995
FEIN: 23-2856059

ED/CEO Name: Malinda Knipfer
ED/CEO E-mail: mknipfer@autismsafe.org
Board Chair Name: Michele Garis
Board Chair Approval (check here): [X]
Primary Contact Name: Cheryl Stehle
Primary Contact E-mail: cstehle929@gmail.com

Primary contact will be with Cheryl Stehle from AuTT, our partners in the Blue Envelope PA Program

Organization Information:

Field/s of Interest:

	Arts, Culture, Heritage	x	Education, Library		Environment, Animals
X	Health		Human Services		Social Justice, Civic Engagement
	Religion	x	If other, please describe: support of individuals with communication barriers and other disabilities in Chester County and statewide.		

Mission:

Geographic Area Served *(If not all of Chester County, specify primary Chester County regions served):*
All of Chester County with the goal of statewide incorporation of the program

Describe Population Served & Annual Number of People Served. *(Include Chester County # &/or % served.)*
Any individual with a communication barrier or disability, their family member or caregiver.

Annual Budget $ 45k 1 time, 10k annual_____1_____ # of Full-Time Equivalent Paid Staff
__80_____ % of budget for program expenses _____2__ # of Board Volunteers
___20_____ % of budget for administrative expenses_____ # of Active Non-Board Volunteers
0 % of budget for fundraising expenses _____ # of Volunteer Hours
100% = total

Top 3-5 funding sources:

This grant proposal is for: ____Direct Service Programs & General Operating &/or ____Capacity Building

If Capacity Building Proposal, the focus is:

	Contingency Planning		Partnerships, Collaborations		Merger, Closure
	Mission, Vision, Strategy		Board Engagement & Leadership		Marketing, Communication
x	Resource Development	X	Operations	X	Technology
	If other, please describe:				

Grant Amount Requested from the Community Foundation: $10,000.00

CHESTER COUNTY community FOUNDATION

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**

Autism Toolbox Training, a Chester County organization, in partnership with the 501c3 non-profit, S.A.F.E. (Supporting Families for Effective Community Inclusion), works to promote the safety, inclusion, independence, and full community participation of individuals with autism, intellectual and developmental disabilities, and other communication barriers. Through education, advocacy, training, and community partnerships, the organizations help families, first responders, service providers, and public agencies better understand and support people whose communication or behavior may be misunderstood during stressful situations.
A key initiative is Blue Envelope PA, a voluntary public-safety communication program designed for individuals who may benefit from additional communication support during interactions with police, fire departments, emergency medical services, and other first responders.
Blue Envelope PA is developing the Blue Envelope PA Safety Profile, a secure digital profile connected to a QR code. The profile may include an individual's:

- *Preferred communication methods*
- *Sensory triggers*
- *De-escalation strategies*
- *Medical conditions and medications*
- *Emergency and caregiver contacts*
- *Safety concerns and individualized supports*

The program is distinctive because it expands the traditional Blue Envelope concept (that has already been adopted in Chester County) beyond a paper envelope and vehicle traffic stops. It can support drivers, passengers, pedestrians, public-transit riders, and other community members in many types of emergency and public-safety encounters. Profiles can be updated as circumstances change and, when appropriate, managed by an individual's parent, guardian, or caregiver.
Blue Envelope PA has already achieved important early milestones. The initiative has built relationships with public officials, first responders, disability advocates, families, and community organizations; advanced discussions about statewide adoption; and received two initial $10,000 grants to begin development. These achievements demonstrate strong momentum and a growing recognition of the need for a consistent, accessible public-safety communication tool across Pennsylvania.

2. Funding request *: AuTT and S.A.F.E. respectfully requests $10,000 to support the development and implementation of Blue Envelope PA. This request will contribute toward the initiative's broader $55,000 funding goal for completing the digital platform, strengthening privacy and security protections, developing educational and training resources, and preparing the program for broader implementation.*

- **What specific needs & issues are being addressed, via what programs and services?** *During stressful encounters, individuals with autism and other communication barriers may avoid eye contact, repeat words, take longer to answer questions, become overwhelmed by lights or sirens, move unexpectedly, attempt to leave, or be unable to follow verbal directions. First responders may mistakenly interpret these responses as defiance, intoxication, aggression, or noncompliance.*
  Existing programs—including medical-information initiatives, printed autism cards, and traditional paper Blue Envelopes—provide valuable awareness but may contain limited or outdated information, focus primarily on drivers, or operate differently from one community to another.

Blue Envelope PA addresses these gaps through:

- *A secure, personalized digital Safety Profile*
- *QR-code access to critical communication and safety information*
- *Printed Blue Envelope and identification materials*
- *Optional participation identifiers*
- *Educational resources for individuals and caregivers*
- *Training and outreach for first responders and community agencies*
- *Statewide partnerships intended to encourage consistent recognition and use*

Participation will be voluntary and is intended to be available without cost to individuals and families.

- **Why is it important to fund this now?**

Blue Envelope PA has reached a critical stage of development. The program has received initial funding, gained support from public officials and community partners, and generated interest among law-enforcement and disability stakeholders. Additional funding is now needed to turn that momentum into a secure, functional, and sustainable program.

A timely investment will help prevent delays in development, support responsible privacy and security planning, and prepare the initiative for broader public and first-responder engagement. Funding at this stage will also allow Blue Envelope PA to build on increased statewide attention to the Blue Envelope concept and establish a consistent approach before separate local practices become fragmented.

The requested $5,000 will help bridge the gap between early planning and implementation while supporting the initiative's overall $55,000 fundraising goal.

- **How will results & impact be demonstrated?**
  Blue Envelope PA will track both implementation progress and community impact. Surveys, training evaluations, stakeholder interviews, platform analytics, and periodic program reviews will be used to identify strengths, address concerns, and guide continued improvement.

- **Additionally, for capacity building grant proposals:**
  - **How will this capacity building initiative impact your nonprofit?**

    This initiative will expand AuTT and S.A.F.E.'s capacity to lead a collaborative, technology-supported public-safety program with statewide potential. Grant funding will help establish the digital infrastructure, educational materials, implementation procedures, community partnerships, and outcome-measurement tools necessary to move Blue Envelope PA from concept and initial development to sustainable operation.

    The project will also strengthen AuTT and S.A.F.E.'s ability to coordinate families, disability organizations, first responders, government agencies, and community partners around a unified public-safety communication model. Because the program is designed to operate without a large paid staff, investing in efficient technology, standardized materials, and strong partnerships is essential to its long-term sustainability.

    - **How will this impact be demonstrated***?*
      Capacity-building progress will be demonstrated through:

- *Completion of defined technology and security milestones*
- *Creation of standardized educational and training materials*
- *Establishment of enrollment and profile-management procedures*
- *Development of privacy, consent, and data-management practices*
- *Expansion of first-responder and community partnerships*
- *Implementation of evaluation and data-collection tools*
- *Increased readiness for statewide enrollment and outreach*
- *Development of a sustainable plan for platform maintenance and program growth*

- **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.**
  See attachment of financial breakdown

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
at **(610) 696-8211** or grants@chescocf.org with any questions.

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

CHESTER COUNTY community FOUNDATION

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.