

OCTORARA AREA FOOD CUPBOARD

2026 CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL GRANT PROPOSAL SUMMARY SHEET

Date	September 18, 2026
Organization Name	Octorara Area Food Cupboard
Address	714 Main Street, P.O. Box 424, Parkesburg, PA 19365
Phone / Website	610-857-4000 octfood.com
Year Incorporated / FEIN	2011 46-285887
Executive Director	Cheri Myers cmm1962.cm@gmail.com
Board Chair / Approval	Robert Larson Approved
Primary Contact	Cheri Myers cmm1962.cm@gmail.com
Field / Grant Type	Human Services General Operating / Direct Service
Amount Requested	\$7,500

Mission

Octorara Area Food Cupboard, in conjunction with the Chester County Food Bank and dedicated volunteers, serves the needs of the community by providing supplemental food assistance to eligible, low-income individuals and families.

Supporting Purpose

To secure, manage and distribute food to those in our community who are in need of food support.

Geographic Area Served

The Octorara School District and surrounding communities.

Population / Monthly Service

Approximately 191 unique households / 631 individuals (190 children, 290 adults and 151 seniors); approximately 23,500 pounds of food distributed each month.

Annual Cash Operating Budget	\$117,200	FTE Paid Staff	0
Paid Contractor	1 - Executive Director	Board Members	9
Program / Admin / Fundraising	77% / 20% / 3%	Active Non-Board Volunteers	Not tracked by unduplicated headcount; approximately 450 volunteer hours per month.
Funding Sources	Individuals, churches and grants	FY2025-26 Revenue / In-Kind	\$726,379.73 / \$531,677.00

Proposal Summary

O AFC requests \$7,500 in general operating support to strengthen the infrastructure that enables it to secure, manage and distribute food safely and reliably. Support will contribute to three coordinated facility priorities: replacement of an outdated security system, repair of existing epoxy flooring following recent facility renovations, and a whole-facility backup generator to protect refrigerated and frozen food during utility outages. Total project costs are expected to exceed the requested grant; O AFC will use organizational resources and pursue additional funding as necessary.

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2026 CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL

GRANT PROPOSAL NARRATIVE

Food Security and Nutrition Assistance

Organization History, Goals, Achievements and Distinctiveness

Since 2011, Octorara Area Food Cupboard (O AFC) has served the Octorara School District and surrounding communities by providing supplemental food assistance to eligible, low-income individuals and families. Working in conjunction with the Chester County Food Bank and dedicated volunteers, O AFC secures, manages and distributes food to those in the community who need food support.

O AFC's work is local, practical and community-centered. In a typical month, O AFC serves approximately 191 unique households, representing approximately 631 individuals - 190 children, 290 adults and 151 seniors - and distributes approximately 23,500 pounds of food.

O AFC accomplishes this work through a lean operating structure. The organization has no paid employees; its Executive Director serves as a paid contractor. Active non-Board volunteers are not tracked by unduplicated headcount, but volunteers provide approximately 450 hours of service each month. O AFC's annual cash operating budget is approximately \$117,200, with approximately 77% dedicated to program activities, 20% to administration and 3% to fundraising.

O AFC's FY2025-26 financial statements demonstrate the extent to which the organization leverages community support. Total reported revenue was \$726,379.73, including \$531,677.00 in donated food and other in-kind support. These in-kind contributions substantially increase the value of food assistance delivered without representing cash available for general operations.

O AFC's goal is straightforward: to ensure that individuals and families experiencing food insecurity have dependable access to food while responsibly managing the resources entrusted to the organization. Maintaining that capacity requires both an adequate supply of food and a facility that is secure, sanitary, functional and resilient.

Funding Request and Key Initiative

O AFC respectfully requests \$7,500 in general operating support from the Chester County Community Foundation to strengthen the infrastructure that enables the Food Cupboard to secure, manage and distribute food safely, efficiently and reliably.

The proposed improvements address three interconnected facility priorities: replacement of an outdated security system for which upgrades are no longer supported, repair of the existing epoxy flooring following facility renovations, and installation of reliable backup power to protect temperature-sensitive food.

Integrated Security System

O AFC's existing security system is outdated, and upgrades to the system are no longer supported. O AFC therefore needs to replace it with an integrated system addressing both intrusion alert and fire detection. The replacement will provide a dependable, supported system for protecting the facility, clients, volunteers and operations while simplifying system management.

Epoxy Floor Repair

O AFC recently completed renovation and reconfiguration work in its client-service area. Portions of the existing epoxy floor covering require repair and restoration. The proposed work will restore a durable, sanitary and easily maintained surface for O AFC's client-choice food-distribution process.

Whole-Facility Backup Generator

O AFC operates multiple refrigeration and freezer units and at times stores several thousand pounds of temperature-sensitive food. When electrical service is interrupted, O AFC must relocate refrigerated and frozen inventory, creating significant labor and transportation demands and the risk of food loss. A whole-facility generator will help maintain essential refrigeration and freezer operations during outages, protecting food resources and supporting continuity of service.

O AFC anticipates that the total cost of completing these three improvements will exceed the \$7,500 requested from CCCF. The grant will therefore represent an important contribution toward the overall facility-improvement effort rather than the full cost of any single initiative. O AFC will utilize organizational resources and pursue additional funding, as necessary, to cover costs beyond the CCCF award.

Impact and Measurement

O AFC will measure impact through documented project completion, operational performance and the improvements' contribution to reliable food-distribution services.

Integrated Security System. O AFC will document replacement of the outdated system and successful installation, testing and operation of the new integrated intrusion-alert and fire-detection capabilities.

Epoxy Floor Repair. O AFC will document completion of repairs and evaluate the restored surface based on durability, ease of cleaning and suitability for the movement of clients, volunteers, carts and equipment through the client-service area.

Whole-Facility Backup Generator. O AFC will document acquisition, installation and operational testing. Once operational, O AFC will track outages during which the generator supports refrigeration and freezer operations, including continuity of capacity, food protected from loss and instances in which emergency relocation of temperature-sensitive inventory is avoided.

These improvements ultimately support O AFC's ability to provide dependable food assistance. Maintaining a secure, sanitary and resilient facility helps O AFC protect the resources entrusted to it and sustain reliable food-distribution services throughout the Octorara School District and surrounding communities.