# 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.*

**9-18-2026**

## Contact Information

Organization Name: Oxford Educational Foundation
Address: 125 Bell Tower Lane
Phone: (717) 947-0075
Website:www.oxfordeducationalfoundation.org
Year Incorporated: 1994
FEIN: 232774066

ED/CEO Name: Dr. Ray Fischer
ED/CEO E-mail:rfischer@oxfordeducationalfoundation.or
Board Chair Name: Steve Roberts
Board Chair Approval (check here): [X]
Primary Contact Name: Dr. Ray Fischer
Primary Contact E-mail: same as above

## Organization Information:

**Field/s of Interest:**

| | | | | | |
|---|---|---|---|---|---|
| | Arts, Culture, Heritage | x | Education, Library | | Environment, Animals |
| | Health | | Human Services | | Social Justice, Civic Engagement |
| | Religion | | If other, please describe: | | |

**Mission:** The mission of the Oxford Educational Foundation is to enhance the quality of education in the Oxford Area School District (six public schools) by providing a mentoring, tutoring and classroom volunteer program for the students. The Foundation also supports professional grants for the faculty that encourage the development of innovative programs but do not replace instructional materials supplied by the school district.

**Geographic Area Served** *(If not all of Chester County, specify primary Chester County regions served):* The Oxford Educational Foundation serves students in the six Oxford Area School District's schools in southern Chester County.

**Describe Population Served & Annual Number of People Served.** *(Include Chester County # &/or % served.)* The Oxford Educational Foundation with approximately 170 volunteers serves approximately 1,200 students (2025-26) in the Oxford Area School District in a mentoring, tutoring and classroom volunteer program. In addition, the OEF provides competitive professional grants for faculty that will fund innovative programs. In 2024-25 sixteen faculty members received professional grants that ranged between $250 and $1500. The impact of these grants affected approximately 3200 students.

**Annual Budget** $251.757
74 % of budget for program expenses
22% of budget for administrative expenses
4 % of budget for fundraising expenses
*100% = total*

1 Full-Time Equivalent Paid Staff
15 of Board Volunteers
5 Active Non-Board Volunteers
4,063 Volunteer Hours (2025-26)

**Top 3-5 funding sources:** Gene and Louise Rahll Donation $30,000;
CCRES $3,300, Dansko Foundation, $2,500; Individual donors $116,750 for OASD scholarships, $56,000 from donors; Educational Investment Tax Credit donations from Businesses for approved school programs $30,500

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

**If Capacity Building Proposal, the focus is:**

| | | | | | |
|---|---|---|---|---|---|
| | Contingency Planning | | Partnerships, Collaborations | | Merger, Closure |
| | Mission, Vision, Strategy | | Board Engagement & Leadership | | Marketing, Communication |

| | | | | | |
|---|---|---|---|---|---|
| | Resource Development | | Operations | X | Technology |
| | If other, please describe: | | | | |

**Grant Amount Requested from the Community Foundation**: $5,000
**Proposal Summary:** *(a few sentences, please)*

The grant request is to assist in funding the operations of technology. The OEF is interested in implementing a Cloud File Structure utilizing Google Drive or Use My Drive. The goal is to have all OEF documents in one area that can be accessed by designated Board members and staff. Presently, we each have our own documents that can be shared. The implementation of documents on a Cloud Drive would make it more accessible.

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## 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@chescocf.org with any questions.

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

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# 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@chescocf.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 ###