

Chester County Food Bank

Capacity Building Grant Purpose & Criteria

Purpose

The Chester County Food Bank, as the leading hunger relief organization for the county, has established a capital project fund to build capacity in the food security network. This fund is available to all community partner organizations distributing food. The fund is available for equipment, construction projects, or response to emergencies or disaster related damage like floods, fires, or wind.

Criteria

- Must be a partner organization with CCFB.
- Must be located in Chester County.
- Grantee's primary focus/mission should be an extension of CCFB's.
- Priority is given to requests that support maintaining food freshness & food storage.
- Secondary priority given to requests that support movement to a choice pantry style or increases the dignity of the neighbor's experience.
- Grants cap at \$50K per request and total of \$100K annually.
- Consideration of grants > \$30K to incorporate matching element, where feasible.
- Grants will be issued as restricted to purpose as indicated in request.
- Grantee must submit basic financial statements or a summary of annual/monthly revenue & expense with cash position may be requested.
- Grantee will be asked to submit information regarding other resources investigated/or secured prior to coming to CCFB for request.
- Rolling timeframe for grant submission.
- Check presentation by CCFB and follow up at the time equipment is secured or work is completed.

Process

1. The member organization will request the application from the Chester County Food Bank Community Partner Manager.
2. Member organization completes the application and the returns to the Chester County Food Bank Community Partner Manager.
3. Chester County Food Bank Community Partner Manager reviews the application to ensure application is complete and forwards application to CEO.
4. Chester County Food Bank CEO works with the CCFB Finance Committee and Board. .
5. The CCFB Board of Directors reviews and votes to approve or modify requests.
6. If approved the member organization will be notified via email and a check presentation will be scheduled.
7. The member organization will provide a letter to CCFB acknowledging the receipt of funding.