

2025 ANNUAL APPLICATION OVERVIEW



Phoenixville
Community
Health Foundation

2025 APPLICATION PROCESS AND TIMELINE



9 Apr.

Grant Forum



14 Apr.

Application Opens



17 May

Applications Due



May-July

PCHF staff, Grant Committee, and Board review and deliberate



Late August

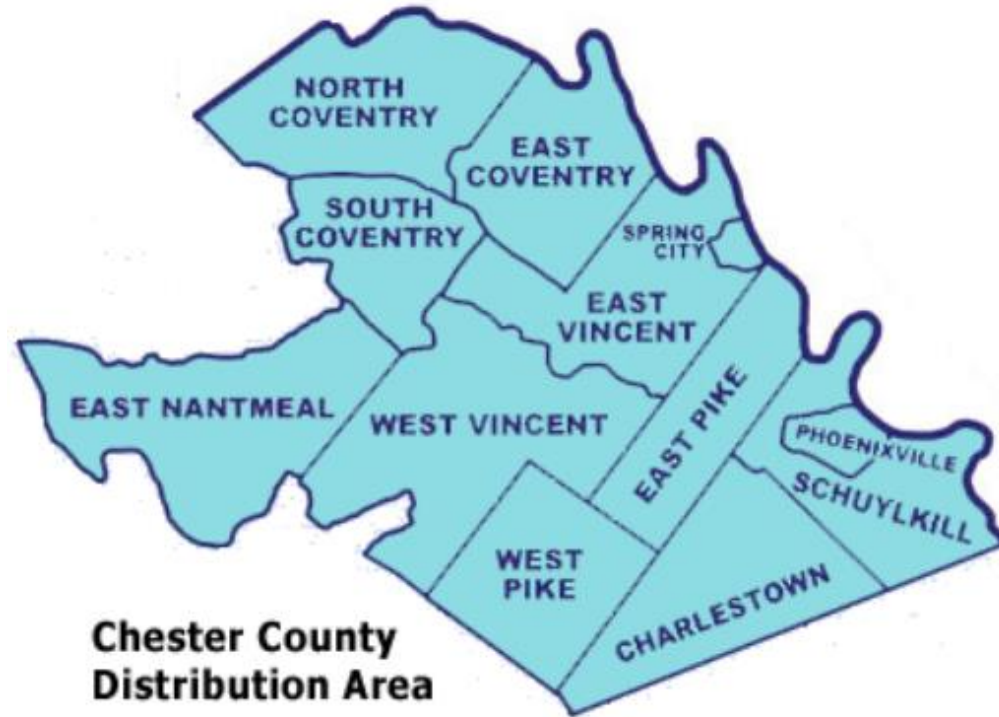
Mid-Late August: Applicants notified, grant agreements processed, payment sent

GRANT ELIGIBILITY

Organizations must have the following:

- Current 501(c)3 status (or fiscal sponsorship)
- Directors and Officers insurance
- Operating budget of less than \$10 million
- Services provided to PCHF's geographic area of interest

GEOGRAPHIC AREA OF INTEREST



**Montgomery County
Distribution Area**

2025 APPLICATION OVERVIEW

Application is divided into Question Sets

ALL applicants begin with a preliminary Question Set which includes branching questions

Based on your responses, the remaining Question Sets will appear

PRELIMINARY QUESTION SET

Organization
Name

Proposal Title

Total Amount
Requested

Has your
organization
received a grant
since July 1, 2023?

Type of Request

Primary Strategic
Goal Addressed

Has your organization received a grant from PCHF
since July 1, 2023?

Yes

Streamlined
Question Set

No

Full Length
Question Set

THE BULK OF THE APPLICATION RESIDES IN THESE
QUESTION SETS!

STREAMLINED QUESTION SET

**ANSWERED BY ALL APPLICANTS WHO
HAVE RECEIVED A GRANT SINCE JULY 1,
2023**

SECTIONS 1 AND 2

Section One: Grant Request

- **Organizational Update:** What's new with your organization since your last grant request? Include context for the amount you are requesting.

Ex: staffing changes, new programs, community served, etc.

Section Two: Finances

- **Budget Surplus/Deficit:** For the current FY, explain the nature of any deficit/surplus of 10% or more
- **Organizational Loans:** Does your organization have financial liability for any loans? If yes, provide details.

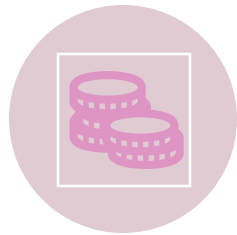
SECTION THREE: ATTACHMENTS



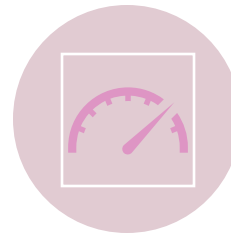
Most recent independent audit/financial letter



Budget of FY to which this grant applies



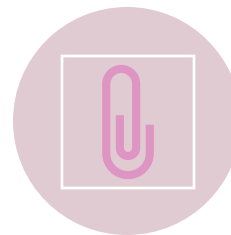
Current organizational operating budget-to-actual



Most recent 990



Current Board of Directors



Additional attachments (optional)

FULL LENGTH QUESTION SET

***ANSWERED BY ALL APPLICANTS WHO
HAVE NOT RECEIVED A GRANT SINCE
JULY 1, 2023***

SECTION ONE: ORGANIZATIONAL SUMMARY

Organization
Mission

Organization
Description

Success Story
(Optional)

Collaborations

Municipalities
Served

Clients in
PCHF Service
Area

Languages
Available

SECTION TWO: GRANT REQUEST

Proposal Description

- How does this request address the specific PCHF strategic goal under which you are applying?
- What is the problem or need you will address?
- How will funding will address this need?
- How is your organization unique in offering solutions to the needs you are addressing?
- How do you measure the impact of this request?
- What successes have you had providing these services?
- **FOR PROJECT REQUESTS ONLY** - How does this project request relate to your organization's mission?

SECTION THREE: GOVERNANCE



Professional Skills: Board of Directors



Board Committees



Additional Committees



Number of Times a Year Board Meets

SECTION THREE: GOVERNANCE CONT.



Conflict of Interest



Whistleblower



Confidentiality



Business Continuation/Disaster Plan



Strategic Plan

SECTION FOUR: FINANCES

Budgetary
Surplus/Deficit

- Budget Surplus/Deficit: For the current FY, explain the nature of any deficit/surplus of 10% or more.

Organizational
Loans

- Organizational Loans: Does your organization have financial liability for any loans? If yes, provide details.

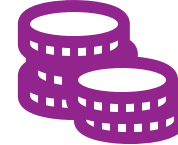
SECTION FIVE: ATTACHMENTS



Most recent
independent
audit/financial letter



Budget of FY to which
this grant applies



Current organizational
operating budget-to-
to actual



Most recent 990



Current Board of
Directors



IRS Determination
Letter



Additional
attachments (optional)

QUESTIONS?

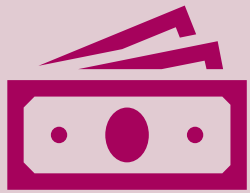


2025 MINI GRANT PROGRAM OVERVIEW



Phoenixville
Community
Health Foundation

PCHF MINI GRANTS



THE FOUNDATION CURRENTLY OFFERS MINI GRANTS IN SEVERAL CATEGORIES.



APPLICANTS WHO MEET THE ELIGIBILITY CRITERIA MAY APPLY FOR LIMITED GRANTS EACH PER FISCAL YEAR UNTIL THE POOL OF FUNDS IS EXHAUSTED.



THE APPLICATION IS PASSWORD PROTECTED, AND APPLICANTS MUST SPEAK WITH STAFF ABOUT THEIR PROJECT BEFORE SUBMITTING THE REQUEST.

GRANT ELIGIBILITY

Organizations must have the following:

- 501(c)3 status (or fiscal sponsorship)
- Services provided to PCHF's geographic area of interest
- Directors and Officers insurance
- Operating budget of less than \$3 million
- Must be a current annual grantee OR have received an annual grant within the last 2 years.

MINI GRANT CATEGORIES

Applicants may apply for ONE grant in EACH category, for a maximum of two per fiscal year.

Category #1: Capacity Building

- Organizational Development - Max Request: \$5,000
- IT - Max Request: \$5,000

Category #2: Transportation

- Ride for Health - Max Request: \$2,500

More details on our website: www.pchf.net/mini-grants

QUESTIONS?

