OST Enrichment Grant ATTACHMENT B. Application Questions

The application form is available in Blackbaud's grant portal starting on August 15th. This guide is meant to give a preview of information applicants will provide in the online form. This attachment cannot be submitted as a grant request.

Interested applicants must:

- Create a user login at blackbaud.com or use prior login information
- Complete the preliminary questionnaire
- Complete all parts of the application and submit through the portal by 11:59 pm MST on September 1st, 2022.

NOTE: Applications can be saved and returned to on any device using login. The Blackbaud portal is cloud based and mobile friendly. The grant portal is available in multiple languages.

KEY CONTACTS
- Director name & contact info
- Contact name (if different from director) & title
- Contact info includes, phone, email, and mailing address

SECTION 1. ORGANIZATIONAL STRUCTURE
- Programming period
  - 22/23 school year and summer
  - 22/23 school year
- Amount of funding request:

*NOTE Funding Tiers:

Tier 1: Year-round programming for 2022/23 school year and summer 2023
$45,000-$135,000
Organizations who provide comprehensive multi purpose or academic afterschool programs who are not 21st Century Community Learning Centers at no cost to participants for a minimum of 36 weeks, 10 hours a week.

Tier 2: 2022/23 school year only
$25,000-$90,000
Organizations who provide comprehensive multi purpose, academic or specialty afterschool programs for a minimum of 20 weeks, 5 hours a week.

Request amount should be selected based on the tier conditions your programming falls under. Any amount requested must be justified in category and narrative with a proposed budget (using the provided budget template).

- Fiscal agent:
- Federal Employee Identification Number (EIN) or Tax ID#:
- SAMS #
- Organization Name
- Mailing address, city, zip code
- Program status
  - New
  - Existing
- Organization type: Select
  - Non-profit
  - Library
  - Non-profit Child Care Center
  - School District
  - Municipal Agency
  - Other
- Program Name
- Do you have one site or multiple?
  - If multiple please list
- Site address, city, zip code

1.1 : REGIONAL INFORMATION

- Counties served: Select up to 3
- School District #: Select 10

1.2 MISSION

- Mission statement: (100 word max)
- Program type: Select one
  - Multipurpose - refer to Request for Proposal & Attachment A for definition & guidance
  - Academic - refer to Request for Proposal & Attachment A for definition & guidance
  - Speciality- refer to Request for Proposal & Attachment A and for definition & guidance

- Program areas: Select all that apply
    - Outdoor Education
    - STEM
    - Arts
    - Health & Wellbeing
    - Recreation & Sports
    - Other: please explain

1.3 OPERATIONS
- Number of staff and positions currently employed in your program, include those who work directly with youth and administration. Startend
- Number of volunteers who are expected to serve during summer operations.
- Please state the average staff/volunteer:youth ratio per week.
- How many years has this organization run a school year program
- How many years has this organization run summer programming?
- School year:
    - Total # of weeks of programming per school year
    - Total # of hours of programm per week in school year
    - School Year Programming start date
    - School Year Programming end date
    - Days of the week programming is offered
    - Hours each day time start, time end
- Summer: (If this grant period is selected
    - Total # of weeks of programming in summer
    - Total # of hours of programmer per week in summer
    - Programming start date
    - Programming end date
    - Days of the week programming is offered
    - Hours each day time start, time end

1.4 PARTICIPANT DEMOGRAPHICS
- # of youth participants in the program per week
- Age groups: select all that apply
    - 5-10
    - 11-13
- Target Populations: Please list the number of youth you serve in each category.
    - Black, Indigenous, youth of color #:
    - Latinx/Hispanic #:
    - Rural #:
    - Youth with disabilities #:

- Youth experiencing homelessness: #:
- Youth in foster care #:
- English language learners #:
- Migratory youth #:
- LGBTQIA youth #:
- A.L.I.C.E. #:
- Receiving free/reduced price lunch %

- Gender of participants
  - Approximate # of male, female, trans, non-binary, undisclosed

SECTION 2. PROGRAM DESIGN & QUALITY

Short Answer: Please describe how your program is addressing unfinished learning and social emotional learning (SEL)? (300 word max)

Short Answer: If you receive your requested amount, what would change if anything about what you currently include in your program in regards to SEL & unfinished learning activities? (300 word max)

2.1 ENRICHMENT
- Enrichment activities: Select all that apply
  - Homework help
  - Tutoring
  - College Career readiness
  - English language learner support
  - Literacy
  - Physical activity
  - Arts/Crafts
  - Music
  - Entrepreneurship
  - Financial Literacy
  - Community / Service Learning
  - Mentoring
  - Drug Prevention: Counseling Program
  - Wellbeing & Counseling
  - Violence Prevention
- % of time that will be spent in enrichment program

2.2 PROFESSIONAL RESOURCES

- Professional development training available to and utilized by staff: Select all that apply.
    - Webinars/online resources
    - Afterschool research based best practices & recommendations
    - Idaho Stars training
    - Regional/National conferences
    - Behavior Management Institute
    - freeIdaho Building Blocks for Out-of-School Time Quality
    - Trauma informed practices
    - Y4Y materials
    - Other - please provide explanation
- What evidence based curriculum does your program use?

2.3 AFFORDABILITY
- Please indicate whether your program is free or sliding scale.

SECTION 3. COMMUNITY IMPACT
- <u>Needs Statement:</u> Please describe the need for this funding and how that need was identified. <u>(300 </u>word max)

3.1 PURPOSE
- The purpose of the grants is to support the academic acceleration and social-emotional development of Idaho's students by:
    - 1. Expanding access to serve more youth, with an emphasis on children and communities most impacted by the pandemic,
    - 2. Reducing barriers to equitable access,
    - 3. Increasing programmatic quality and expanding or enhancing supports and services offered.

    Please select the purpose your program intends to use the funds for. You may select up to 3, but no less than 1.

3.2 STRATEGIES
Select your intended strategies for each purpose.
- Expanding Access: Select all that apply.
    - Increasing program slots for children and youth
    - Expanding an existing program to a community with few or no options currently available
    - Creating a new program in a community with few or no options currently available
    - Increasing weeks, days, hours of afterschool programming

- ○ Other: Please explain

- ● Reducing Barriers: Select all that apply.
  - ○ Providing free transportation to and from the program site(s)
  - ○ Offering subsidies/scholarships to offset enrollment costs
  - ○ Increasing access for children and youth with disabilities, youth experiencing homelessness, youth in foster care, English language learners, youth receiving free or reduced-price lunch, and migratory youth
  - ○ Other: Please explain

- ● Increasing Programmatic Quality Strategy: Select all that apply.
  - ○ Increasing staff wages
  - ○ Enhancing learning acceleration through increased staffing of certified teacher
  - ○ Purchasing and utilizing new curriculum
  - ○ Providing staff professional development
  - ○ Enhancing behavioral health supports through hiring of social workers or counselors, training of staff, and/or utilizing well-being and connectedness curriculum
  - ○ Adding new enrichment opportunities, such as career exploration, youth entrepreneurship STEAM, and/or the arts
  - ○ Developing new partnerships with other community-based organizations, municipalities, and/or schools
  - ○ Other: Please explain

3.3 S.M.A.R.T. GOALS
- ● <u>Short Answer:</u> Please describe your goals using a SMART model; Specific, Measurable, Attainable, Relevant and Timely. For instance, if your program intends to expand access and serve more youth, describing your SMART goal might look like "I want our program to increase the number of available slots from 20 to 40 by May. (200 word maximum)

3.4 OUTCOMES
- ● <u>Short Answer:</u> Please describe the desired outcome of achieving your goal. For instance, in relation to the SMART goal example, a desired outcome could be "We want to be able to serve the 5 migrant families on our waiting list." (200 word maximum)

3.5 RECRUITMENT

- What methods will you use to recruit more participants or target populations? Select all that apply.
  - Promotional materials, print/online
  - Media announcements
  - Program special events/outreach
  - Parent engagement
  - Other: Please explain

SECTION 3.6 COMMUNITY PARTNERS
- Short Answer: A community partner may include a sponsor, collaborator, or contributor to your organization's operations. Please describe their role and responsibilities. (300 word max)

SECTION 4. BUDGET & FUNDING
- Is your program a recipient of 21st Century Community Learning Center funding?
  - Yes, currently
  - No, formerly
  - No
- List TOTAL organization's programming budget for the current fiscal year.
- If the organization applying is a school district or municipality, list the amount of ARPA funds that have been allocated to your organization:
- Short Answer: Please describe in your own words how you intend to maximize funding if awarded. Will you braid or blend? (200 word max)
- Submit Proposed Budget for school year and/or summer (must use template provided).
- Upload any supporting documents like letters of support from partners or collaborators or proof of waiting lists
- Short Answer: Please add any additional information you think would be helpful to reviewers: (200 word max)

SECTION 5. ASSURANCES

In accepting this award, applicants agree to the following:

- ☐ Participation in any data collection that is required for the use of this funding by the state or federal government and the Utah Education Policy Center; may include, director interviews, family, staff, and/or youth surveys
- ☐ Unannounced, on-site monitoring visits conducted by ION staff or their subcontractor at any time during the programming;

- ☐ The application must be completed by the entity that maintains full responsibility and therefore is the operator of the program, regardless of any partnership, volunteer, or subcontract arrangements;
- ☐ Programs must make every reasonable effort to be accessible for individuals with disabilities. Additionally, all materials should be made available in accessible formats (e.g., printed, digital, and web-based information);
- ☐ A commitment to embracing diversity, equity, and inclusion integrating these concepts into daily activities to create a healthy program environment for all youth and staff;
- ☐ Engage stakeholders and community partners
- ☐ Provide a final report to ION no later than September 15, 2023.