

Appendix B: SFC 2023 Community Review Rubric

Each theme contains a brief description, a set of guiding questions, and some examples of how programs might respond to the theme. Please note that the guiding questions and examples provided in each theme only represent **some** of the ways in which programs work toward each theme. As you review program applications, not all the guiding questions must be answered by programs, nor must they have any/all of the samples included in their responses. As a reviewer, you should review the description and assess the extent to which the program is able to demonstrate their commitment to the theme. This can and should look different across each program.

Theme	Description	Guiding Questions As you consider your score for this category, you might ask:	Examples	SCORE (Circle one)
Knowledge and Skill Building	Young people want programs that help them build up knowledge and skills. They want experiences and mentoring to help them as they grow older. Parents and caregivers want programs to teach youth practical skills to help them succeed in life.	<ul style="list-style-type: none"> ● How do the program’s activities help students build the needed skills and knowledge? ● How did the program choose the skills and knowledge to teach to meet the needs and wants of the youth? ● How will the students keep using their new skills and knowledge after the summer? 	<ul style="list-style-type: none"> ● The program teaches helpful college and career readiness skills, including writing resumes, drafting college applications, visiting colleges, and job shadowing. ● The social-emotional learning program gives students many times to learn mindfulness strategies, conflict resolution skills, and building a growth mindset. 	<p>Does the program build important, interesting knowledge and skills that will help students succeed in life?</p> <p>Not at all (0)</p> <p>Somewhat (1)</p> <p>Definitely (2)</p>

<p>Accessibility</p>	<p>Young people and parents/caregivers want programs that address their needs.</p>	<ul style="list-style-type: none"> • How does the program address the different needs of students and their families/caregivers? <p>*Please keep in mind that community needs differ based on people being served. Programs can meet the needs of their people in many ways. Review accessibility based on what you know/understand about the people the program serves. (Also, please note that it is ok - and encouraged - that programs serve target populations, such as only serving young women/girls, Black men, etc.)</p>	<ul style="list-style-type: none"> • The program has found ways to help young people take part in the program, even if they are taking care of their younger siblings or children, they are working, or their parents are working. • The program has a plan to meet the specific needs of students, such as newcomer youth, disabled youth, youth experiencing homelessness, and youth who are English-language learners. • The program has other way to help students and families to take part. This could include cutting fees and/or difficult requirements, helping with transportation costs, giving out free meals and/or snacks, etc. 	<p>Is the program accessible to youth and their parents/caregivers? Does the program actively accommodate the different needs of its participants?</p> <p>Not at all (0) Somewhat (1) Definitely (2)</p>
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<p>Exposure & Diverse Experiences</p>	<p>Young people want programs that allow them to do new and interesting things. This may include travel to new places within and outside of the city, exploring careers, or other hands-on learning that give them new experiences.</p>	<ul style="list-style-type: none"> • How does the program take young people out of their daily routine? • How does the program help young people explore careers and interests that they otherwise would not get to do? • How do the students' new experiences relate to the overall objectives of the summer program? 	<ul style="list-style-type: none"> • The program will take students to explore other parts of Baltimore that they have not spent much time in • The program will give students the chance to develop their own business ideas/products and create plans for marketing them. • The program will provide students with technological equipment that they might not have regular access to at their schools to develop STEM skills. 	<p>Does the program give students opportunities that build on and expand their day-to-day lives?</p> <p>Not at all (0) Somewhat (1) Definitely (2)</p>
<p>Engaged & Professional Staff</p>	<p>Effective programs have staff who are knowledgeable, caring, dedicated, and respectful. These workers know how to relate to different age groups and commit to build caring relationships.</p>	<ul style="list-style-type: none"> • What does the program state is important when they bring together a staff team, who need to build caring relationships with students and their families? • How does the program make sure that staff members are knowledgeable and experienced in what the program teachers? • How does the program make sure that staff relate to students in an age-appropriate manner? • How does the program make sure that program staff understand students' diverse backgrounds, and where possible, share similar backgrounds with the student? 	<ul style="list-style-type: none"> • The program employs current teachers with deep experience and expertise in working with youth. • The program offers a robust training program for staff to make sure they have the needed knowledge and skills to relate to this population of students (ex. All staff go through a trauma-informed care learning series) • The program employs past program participant as staff in the program, who have deep knowledge about the program and the needs of youth. 	<p>Does the program have engaged, professional, and knowledgeable staff who are committed to building relationships with the students?</p> <p>Not at all (0) Somewhat (1) Definitely (2)</p>

<p>Youth-Centered</p>	<p>Youth and parents/caregivers are looking for programs that are fun, enjoyable, and with choices. Participants want programs to ask them how to improve the service.</p>	<ul style="list-style-type: none"> • How does the program plan to make sure that students are enjoying themselves from start to end? • How does the program seek feedback from youth participants about the program? • How does the program use youth feedback to improve the program? • How does the program give the youth the chance for leadership? • How does the program bring in culturally relevant materials and teachings? 	<ul style="list-style-type: none"> • The program allows youth to choose from several types of “tracks” or curriculum that best matches their interests. • The program collects feedback from youth through surveys, interviews, or other ways to keep improving the program throughout the summer. • The program gives youth the chance to take on leadership roles and make real decisions that impact the students’ experience in the program. 	<p>Does the program actively bring youth voice into its design and running? Does the program seem enjoyable?</p> <p>Not at all (0) Somewhat (1) Definitely (2)</p>
<p>Safe Spaces: Mental</p>	<p>Mental safety is important for young people and their parents/caregivers when they consider programs. Youth want a program culture that allows them to relax and exist freely, without worries of being judged by adults or other young people.</p>	<ul style="list-style-type: none"> • How does the program plan to make sure that students feel mentally safe while in the program? • How does the program help young people feel comfortable sharing their experiences and problems while in the program? • How does the program share resources with students who need more support to feel mentally safe? • How does the program deal with conflict resolution between students, or between students and staff members? Do they use restorative methods? 	<ul style="list-style-type: none"> • The program has socio-emotional learning exercises or other practices like yoga to help mental well-being. • The program staff includes counselor or social worker who is trained to help youths with mental health concerns. • The program has policies against bullying and discrimination among youth and staff based on their gender, culture, sexual orientation, and other aspects of identity. 	<p>Does the program care about and support the mental safety and well-being of their students?</p> <p>Not at all (0) Somewhat (1) Definitely (2)</p>
<p>Safe Spaces: Physical</p>	<p>Physical safety is important for young people and their parents/caregivers when they consider programs. Youth do not want to feel unsafe coming to and from a program. Parents/caregivers want peace of</p>	<ul style="list-style-type: none"> • How does the program plan to make sure that participants feel physically safe while in the program? • What safety steps (protocols) does the program have to prevent risk of physical injury? 	<ul style="list-style-type: none"> • The program has COVID-19 protocols to prevent youths and staff from getting covid and limiting its spread if someone does. • The program has a qualified nurse on staff who can help 	<p>Does the program prioritize and foster the physical safety and well-being of participants?</p> <p>Not at all (0)</p>

	mind knowing that their children will not be in physical danger while in the program.	<ul style="list-style-type: none">• How does the program provide resources to students who need more support to feel physically safe?	<p>with physical injuries and illnesses.</p> <ul style="list-style-type: none">• The program space includes features such as security cameras and locked entry doors.	Somewhat (1) Definitely (2)
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