

Appendix C: SFC 2023 Community Review Guidance

During the 2022 SFC funding cycle, the SFC conducted its first full community review of all 190 funding applications. More than \$2 million in funding was granted based on the feedback and scores from the community review process. After analyzing all the written feedback from the 2022 community review process, the SFC can share characteristics of programs that were scored highly by community reviewers, by rubric theme.

**The 2022 Community Review Rubric was broken into six themes. In 2023, the Safe Spaces: Mental & Physical is divided into two separate themes.*

Highly Scored Program Features by Theme

| Theme 1: Knowledge & Skill-Building | Theme 2: Accessibility | Theme 3: Exposure & Diverse Experiences |
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| <p>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.</p> | <p>Young people and parents/caregivers want programs that address their needs.</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> |
| <p>Programs that scored highly in this theme may have included:</p> <ul style="list-style-type: none"> ● List of concrete skills (e.g., financial literacy, STEM, business expertise, etc.) and how they will be developed ● Clear expectations of how participants will be able to apply what they learned after the program ● Detailed descriptions of how the 4 Cs (i.e., communication, collaboration, critical | <p>Programs that scored highly in this theme may have included:</p> <ul style="list-style-type: none"> ● Help with transportation ● Having no program fees or scholarships/waivers available if there are fees ● Serving meals ● Accommodations for diverse students, such as newcomer students, differently abled students, or English Language Learners | <p>Programs that scored highly in this theme may have included:</p> <ul style="list-style-type: none"> ● Inviting guest speakers to present on an academic subject or share career advice ● Arranging field trips within or outside of Baltimore city ● Providing times for students to present on what they learned ● Getting knowledge not typically covered in schools (such as, creating a business, flying a |

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| <ul style="list-style-type: none"> thinking, and creativity) will be fostered Detailed descriptions of the curriculum | <ul style="list-style-type: none"> Virtual options as an alternative to in-person meeting | <p>drone, nutrition, etc.)</p> |
| Theme 4: Engaged & Professional Staff | Theme 5: Youth-Centered | Theme 6: Safe Spaces: Mental & Physical |
| <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> | <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> | <p>Mental and physical safety are 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. Youth do not want to feel unsafe coming to and from a program. Parents/caregivers want peace of mind knowing that their children will not be in physical danger while in the program.</p> |
| <p>Programs that scored highly in this theme may have included:</p> <ul style="list-style-type: none"> Having staff with classroom experience, training in culturally responsive teaching, trauma-informed care, and other areas, or certifications Detailed hiring practices to make sure that qualified staff are hired Hiring staff who were students in the program Having staff with connections to the community Low student to staff ratio Diverse staff from different backgrounds | <p>Programs that scored highly in this theme may have included:</p> <ul style="list-style-type: none"> Chances for youth to lead as mentors, board members, or as staff From time to time, getting feedback from youth with surveys, interviews, and other ways to improve programs and address student interests Clear examples of how programs used student feedback to make changes Offering many tracks that students can choose from based on personal interests | <p>Programs that scored highly in this theme may have included:</p> <ul style="list-style-type: none"> Having safety features, such as security cameras, locks, etc. Offering mental health resources, such as counseling and yoga Clear steps to protect students and staff from COVID Steps to address bullying and resolve conflicts with restorative practices Having background checks for staff Having staff, such as nurse, security, and social workers, who can deal with health-related issues |

Additional suggestions:

- Keep your audience in mind when writing! The program description section of your 2023 SFC application will be reviewed by funders AND community reviewers—including youth and young adults ages 14-24.

- Read the [Baltimore City Youth Opportunities Landscape \(BCYOL\) Report](#). This resource shares insights from community members, including youth ages 11-24 and parents/caregivers of youth ages 0-10, about what they look for in out-of-school time programming.
- Ask for feedback from youth and young adults, including past and current program participants.