



**Summer 2024
Application Info
Session**

**October 2023
bmoresfc.org**

Welcome

Welcome to the **SFC 2024 Application Information Session!**

Icebreaker:

In the chat box, please share the following information:

- Name, organization
- Favorite Halloween candy?

Please share your questions in the chatbox or hold them until the **Q&A period** at the end of the session. Please note that this meeting will be **recorded**.

Agenda

1. Overview of the SFC
2. General Information about the RFP
3. Review Process and Decision Making
4. Reporting Requirements
5. Using the SFC Online Portal
6. Q&A

Overview of the SFC Today

The **Baltimore Summer Funding Collaborative** is a partnership between public, private, and nonprofit organizations that supports high-quality summer programs serving children and youth from families with low-incomes in Baltimore City.

How Did the SFC Begin?

- **Founded in 2015** to reduce the application burden on summer enrichment providers by establishing a shared application, review process, and final report between the three biggest summer funders (at the time).
- **Three funding partners in the beginning** (Weinberg, Casey, and Family League) – has grown to over 10 funders.
- **Envisions a sustainable summer program landscape** in Baltimore that provides a range of choices, including enrichment, academic support, youth work opportunities, and safe places for youth to spend their days.

Goals of the SFC

- **Coordinated funding** maximizes seats available
- **Common application and final report** reduces burden on providers and decisions are made earlier
- **Central data collection** helps coordinate the summer system in Baltimore City

How the SFC Works: Confirmed 2024 Funding Partners

- The Annie E. Casey Foundation
- Baltimore Children and Youth Fund
- BGE
- Blanket Fort Foundation
- Bloomberg Philanthropies
- Constellation*
- Family League of Baltimore*
- The Harry and Jeanette Weinberg Foundation
- The Richman Foundation
- West Baltimore Renaissance Foundation

Approximately \$4 million available in funding for summer programs.

How the SFC Works: 2024 Funding Partners

- The SFC is an **aligned** fund. This means that while the SFC decides the slate of 2024 grantees together, grants will still be awarded by individual funders.
- The SFC strives to coordinate funding decisions and fund **whole program budgets** as much as possible. The SFC will prioritize funding full program budgets for grantees with organizational budgets that are less than \$300,000.
- SFC funders also strive to **blend** public and private sources of funding so that grantees have more flexibility.

How the SFC Works: Administrative Backbone

BALTIMORE'S
PROMISE

Administrative Backbone

Coordinate grantmaking, data collection, data analysis, applicant technical assistance, grantee professional development, networking events, youth feedback

SFC By the Numbers

In 2023:

- The SFC received 178 applications, asking for a total of \$12.5 million
- The SFC funded 90 programs
- 55 of programs were fully funded
- In total, the SFC awarded \$5 million
- Awards ranged from \$5,000 to \$245,000
- The average award was \$55,625

RFP Info: General Eligibility Requirements

Applicants should:



Primarily serve children and youth from low-income families in Baltimore City



Are operated by organizations with 501(c)(3) or 509(a) status, or a current fiscal sponsor



Are accessible to participants, including plans for healthy meals, safe arrivals and departures, and any necessary fee accommodations



Embody the six priority areas identified by youth and families as essential for quality summer programs

How the SFC Works: Shared Funding Priorities

For summer 2024, the SFC will provide about **\$4 million** to programs. Of this amount:

- 50% will fund summer programs focused on early-childhood, elementary, and middle school-aged youth
- 50% will fund summer programs focused on older youth ages 14-24
- At least 75% will fund organizations led by Black, Brown, Indigenous, and Asian leaders
- 100% will be aligned with feedback from community reviewers

Applicants are welcome to apply for the **full funding** needed to run a high-quality summer program. The SFC will prioritize funding full program budgets for grantees with organizational budgets that are **less than \$300,000**. For grantees with organizational budgets greater than \$300,000, grant awards will be capped at **\$75,000 per program**.

How the SFC Works: Required Documents

The SFC requires **all applicants** to upload the following documentation. (Note: If you have a fiscal sponsor, you should request these documents from your fiscal sponsor.)

- Proof of 501(c)(3) or 509(a) status
- Current Certificate of Good Standing from after November 15, 2022
- Form 990
- W-9
- Proof of Fiscal Sponsorship (if applicable)

The following document uploads are strongly encouraged, if applicable for your organization. They are **required** in order to receive funding from the Baltimore Children and Youth Fund and The Harry and Jeanette Weinberg Foundation.

- Financial audit from no later than 2020 for applicants with organizational budgets larger than \$749,000
- Financial review from no later than 2020 for applicants with organizational budgets between \$300,000-\$749,000

How the SFC Works: Applying for Funding

- 1) Read through the full SFC 2024 **Request for Proposals**
- 2) Attend an applicant information session and sign up for **1:1 TA sessions** and other capacity building workshops
- 3) Draft your application in **Word or Google Docs**
- 4) Once you have a final version of your application, input your responses into the **online application portal**. **Make sure your application is submitted by 5 PM on November 15th.**

How the SFC Works: 2024 Funding Cycle

1. **RFP** is released Thursday, October 12, 2023, at 5:00 PM
2. Information sessions, PD workshops, and 1:1 TA sessions take place between October 16-November 14
3. Application period **closes** Wednesday, November 15, 2023, at 5:00 PM
4. Baltimore's Promise facilitates a **community review process**. Up to 200 applications will undergo the community review process.
5. At the same time, SFC funders will evaluate applications based on a standardized rubric. Funder evaluations will be combined with community review feedback to produce a funding recommendation for each application.

How the SFC Works: 2024 Funding Cycle

6. Funder and community reviewer evaluations, in addition to the SFC's eligibility requirements and shared funding priority areas, including ages served and programs from BIPOC-led organizations, are used to determine the **final slate of SFC 2024 grantees**.
7. Funders meet collectively to **align final funding decisions** with the goal of funding as many **whole program budgets** as possible. The SFC will prioritize funding full program budgets for grantees with organizational budgets that are less than \$300,000. For grantees with organizational budgets greater than \$300,000, grant awards will be capped at \$75,000 per program.
8. SFC announces **final decisions** on February 21, 2024.

RFP Info: Program Guidance

- Proposals submitted through the online application are grouped into four categories:
 - **Comprehensive – Pre-K – 8th Grade**
 - **Comprehensive – Grades 9-12 / Ages 14-24**
 - **Specialized-Pre-K – 8th Grade**
 - **Specialized-Grades 9-12 / Ages 14-24**
- Review the **full RFP** on the SFC website.

RFP Info: Program Guidance

In addition, responding to the COVID-19 pandemic, applicants will be asked which of the following program formats best fits their program model:

- **In-person**
- **Virtual Structured Program** - program has a formal enrollment process and scheduled online programs.
- **Virtual/In-person hybrid** - program will blend online and in-person activities.
- **Other**

If your program has a virtual component, please be sure to explain the benefits of the virtual component in **question 31**. **Please note that the SFC will prioritize funding for in-person programs.**

Community Review Process

- In the 2024 funding cycle, the SFC is excited to conduct a community review process that reviews up to 200 applications
- Community reviewers include youth ages 14-24 and parents/caregivers of youth ages 0-13
- The SFC will align 100% of its grantmaking with feedback from the community review process

Community Review Process

- The [Community Review Rubric](#) is based directly on the priorities and preferences expressed by young people and their caregivers when selecting out-of-school-time programming.
- We learned about these priorities by talking with **more than 200** community members in engagement sessions, including young people ages 11-24 and parents/caregivers of youth ages 0-10.
- The results from these engagement sessions, as well as other data sources, are published in the [Baltimore City Youth Opportunities Landscape](#).

Community Review Process

- If your program is selected for the community review process, the **Program Description** section will be reviewed by community reviewers **AND** individual funders.
- If your program is **NOT** selected for the community review process, the Program Description section will be reviewed by **individual funders**.
- We strongly recommend that **ALL** applicants align their responses in the Program Description section **directly** with the Community Review Rubric.

Community Review Process

- Questions 31-44 will be reviewed by community reviewers and rated using the Community Review Rubric.
- These questions relate directly to the priorities and preferences expressed in the Baltimore City Youth Opportunities Landscape (BCYOL).
- Please read the rubric and resources in the RFP carefully to understand the criteria that reviewers will use to evaluate your responses.
- All SFC applicants will receive feedback from community reviewers

Decisions and Funding Disbursement

- Decision letters will be released by the SFC on February 21, 2024
- Grants are issued by individual funders; they will reach out to you **DIRECTLY** to begin the contracting process
- Most SFC funders issue 100% of the grant award **BEFORE** the start of your program. The Baltimore Children and Youth Fund funds based on a **partial reimbursement model**.

How the SFC Works: After the Decisions

- **Coordinated Communication** – all announcements, including notification of funding and information about upcoming events and trainings come from Baltimore’s Promise.
- **Funder-Specific Contracts** – all SFC funders have separate contracting processes. Individual funders will contact you about contracts, letters of agreement, etc.
- **Grantee Orientation** – overview of Grantee Expectations, preview upcoming timeline, review consent form, and Q&A.
- **Attendance Data Collection & Training** – the SFC provides an attendance tracker and multiple training sessions to show all grantees how to submit weekly attendance.
- **Collecting Consent Forms from Families** – grantees will administer an Opt-In consent form to parents/caregivers of participants to make sure that families agree to share student attendance and participation information as part of a study to better understand the impact of summer programs

How the SFC Works: After the Decisions

- **Spring Grantee Survey** – all grantees must submit an updated program budget for Summer 2023 and describe their program's goals and expected outcomes.
- **Site Visits** –Grantees will receive at least one site visit from an SFC funder during their program sessions.
- **Youth Survey**– Participants must complete a short end of program survey within two weeks of the program end date.
- **End-of-Summer Report** – all SFC funders accept this online survey and final budget as the narrative report for their individual funding processes - only need to fill out once per program model.

How the SFC Works: Reporting Requirements

- Most SFC funders accept SFC End-of-Summer Report, attendance submissions, and youth surveys as their only reporting requirements at the end of the grant period.
- Two funders, the Baltimore Children and Youth Fund and the West Baltimore Renaissance Foundation, have additional reporting requirements during and after the grant period.
- Applicants who qualify for consideration by BCYF or WBRF will have a chance to OPT-IN for consideration by these funders in their application.
- Technical assistance will be provided for BCYF and WBRF grantees throughout the summer to support them in meeting their reporting requirements

How the SFC Works: Reporting Requirements

- All SFC applicants should ensure they have the administrative capacity to support daily attendance collection and other data collection requirements throughout the summer.
- Applicants who are eligible for BCYF or WBRF funding should plan for additional costs associated with financial reporting requirements in their application such as:
 - a. Insurance coverage
 - b. Extra administrative support
 - c. Financial tracking software

SFC 2024-YouthWorks

- YouthWorks is seeking program providers that are willing to employ YouthWorkers from the general pool, in addition to specific youth that they may be interested in employing
- For each group of 15 youth from the general pool, there needs to be an additional supervisor. This cost is something to plan for in the SFC application, as YouthWorks will pay the stipends for additional youth, but cannot cover the costs of additional supervisors

General Tips

- Read the [Website](#), RFP, Community Review Rubric, and the **PDF of Application** in full before starting the application.
- **Save a copy** of your application in Word or Google Docs.
- Plan to **submit the application early**. The SFC will not accept late applications for any reason, including technical issues.
- Attend relevant **Technical Assistance** and **Professional Development** sessions!

Technical Assistance and Professional Development

The SFC will offer FREE 1:1 Technical Assistance for SFC 2024 applicants. TA providers can help you to:

- Understand the SFC 2024 RFP, the application questions, and the Community Review Rubric
- Brainstorm ideas about the most effective ways to describe your summer program
- Review your application and provide constructive feedback about your responses
- Proofread application materials, checking for spelling, punctuation, grammar, word choice, and clarity of content
- Edit responses to fit within required character limits
- Structure program budgets
- Understand the SFC's general reporting requirements and any additional reporting requirements from specific funders

Technical Assistance and Professional Development

Upcoming PD Workshops:

- **Effective Budgeting Strategies for First Time & Returning Applicants**
October 26, 7-8:30 PM on Zoom.
- **Magnetic Storytelling: Moving Your Audience from Attention to Action**
October 30, 1-2:30 PM on Zoom
- **Writing for the SFC 101** Nov 1, 12:00 -to 1:30 PM on Zoom
- **SFC Grant Writing Clinic (Writing for the SFC 201)**
Nov 7, 2023, 6– 7:30 PM in-person

Visit bmoresfc.org to register!

Technical Assistance and Professional Development

Drop-In Application Portal Technical Assistance

This drop-in session is a time to ask technological questions about the SFC's application portal. If you do not submit technical questions by 12:00 PM on November 14, the SFC team cannot guarantee that you will receive a response before the deadline at 5:00 PM November 15. Please make sure that you reach out with technical questions by 12:00 PM on November 14 to ensure you are able to submit your application on time. The SFC does not accept late applications for any reason after 5:00 PM on November 15.

Monday, Wednesday, Thursday

October 16-November 13

11 AM -12 PM

[Zoom](#)

Q&A

- You may email the SFC with substantive questions about the application process between October 12, 2023, and NOON on November 9, 2023.
- Please email all questions to summer@baltimorespromise.org.
- A Question & Answers document answering all clarification questions about the application will be uploaded twice to bmoresfc.org.
- We will upload the first document on October 26, 2023 and an updated one on November 13, 2023.
- Technical questions may not be answered if they are not received by 12:00 PM on November 14, 2023.

Questions & Contact Info

summer@baltimorespromise.org

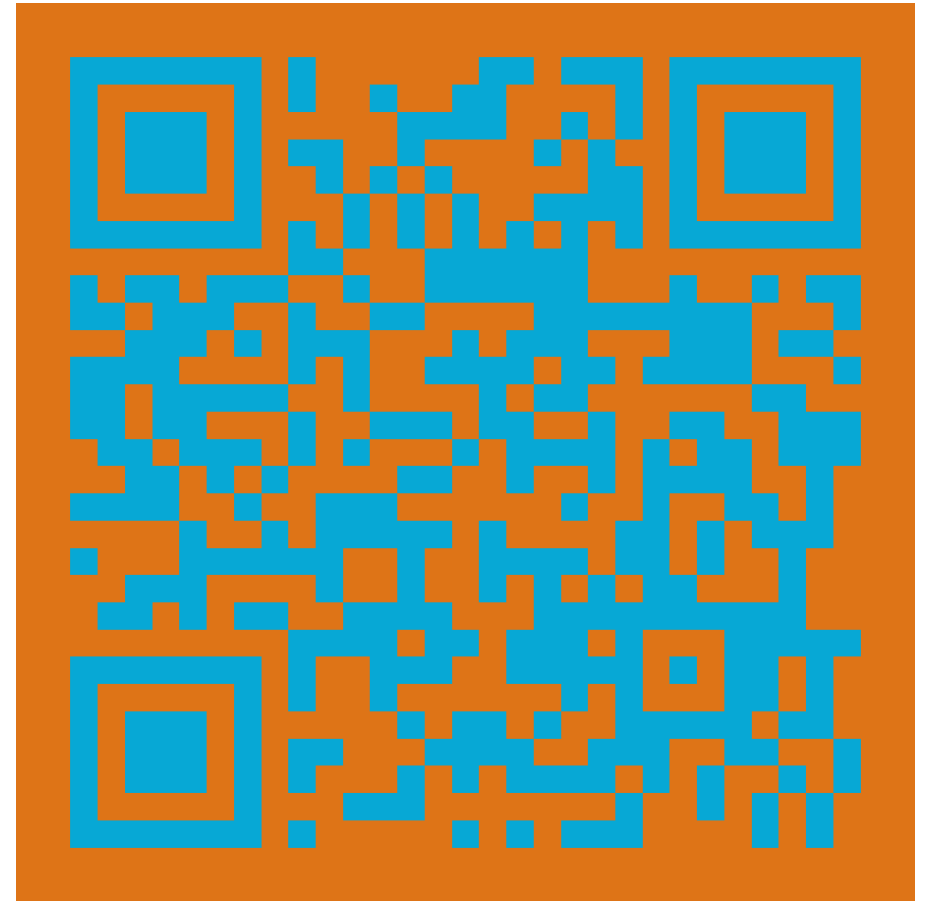
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