SUTTER COUNTY

EXPANDED LEARNING INITIATIVE

REQUEST FOR APPLICATIONS

JUNE 2022

READ ALL INSTRUCTIONS AND CRITERIA CAREFULLY

BACKGROUND

Sierra Health Foundation: Center for Health Program Management (The Center) was founded by Sierra Health Foundation in 2012 as an independent 501(c)(3) nonprofit organization. With offices in Sacramento and Fresno, The Center pursues the promise of health and racial equity in communities across California. Leveraging leadership, operational and funding support from Sierra Health Foundation and its partners, The Center establishes investment partnerships with public and private funders; community members; community organizations; national, state and local government agencies; nonprofits; and businesses to advance health equity.

ABOUT THE HEALTHY YOUTH DEVELOPMENT PROGRAM

The Center at Sierra Health Foundation's Healthy Youth Development Program organizes resources to invest in change, driven in partnership with California's youth of color, other marginalized young people and their communities, to shift power and align systems to center youth opportunity, health and well-being. The program is grounded in social justice youth development,[1,2] which expands the concept of a positive youth development framework and addresses social factors that youth face as they develop into adulthood, including racism, xenophobia and other racial inequities (Ginwright & Cammarota, 2002). Social justice youth development recognizes these systemic forces and supports young people in developing the skills and knowledge to transform the systems that influence their lives, neighborhoods and broader community.

The Sutter County Expanded Learning Initiative is being launched as a one-time investment to support expanded learning programs offered by nonprofit community-based organizations and education-related organizations serving public school students during the 2022-2023 summer and academic year. This program is made possible through grant support from The San Diego Foundation.

THE FUNDING OPPORTUNITY

The Sutter County Expanded Learning Initiative grants are up to $200,000 per organization with the expectation that larger requests will support more significant numbers of students or support programming at multiple sites. Awarded funds will be used to advance equity through expanded educational programs for students experiencing barriers to opportunity. Funds must support expanded learning programming during the school year – before or after school and/or during school breaks (e.g., summer, winter or intersession – for students ages 5 to 19).

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[1] Ginwright, Shawn, and Julio Cammarota. "New Terrain in Youth Development: The Promise of a Social Justice Approach." Social Justice, vol. 29, no. 4 (90), 2002, pp. 82–95. JSTOR, www.jstor.org/stable/29768150.
[2] Social Justice Youth Work: Actualizing Youth Rights http://jyd.pitt.edu/ojs/jyd/article/viewFile/488/462

This program may fund an array of strategies, including:

- Direct support for before-school programs and after-school programs, either those delivered by schools, in close alignment with schools, or completely independent of schools.

- Direct support for summer school, winter sessions, school-break and summer-bridge programs.

- Direct support and systems-level support to deepen partnership and alignment between community-based education/youth development organizations, districts, schools, classrooms and core curriculum.

These programs must:

- Either develop a new program *or* sustain, enrich or expand an existing program.

- Focus on developing the academic, social, emotional and physical needs and interests of students of color and other students who experience barriers to learning and opportunity (e.g., students in the foster care system, experiencing housing insecurity or those impacted by the juvenile justice system) through high-quality out-of-school-time programming that provides hands-on, engaging learning experiences.

- Be student-centered, results-driven, include community partners and complement, but not replicate, learning activities in the regular school day/year.

- Prioritize services provided at school sites or serve the students in the lowest-income communities.

- Be sensitive and responsive to student groups including youth who may be disengaged/chronically absent, performing below grade level, students from low-income families, English learners, students from historically marginalized groups including, but not limited to, 2S/LGBTQ+ youth, youth with disabilities, homeless youth, immigrant youth, system-involved youth and ethnic/cultural minorities.

- Possess cultural humility and responsiveness with staff and organizational leadership who reflect the racial, ethnic and cultural community they intend to serve.

- Consider best practices in operating and staffing ratios.[3]

- Be of little or no cost to families, with the latter preferred.

- Have an effective approach that embraces the [Quality Standards for Expanded Learning in California](#) framework.

- Leverage public and private funding to expand program and services for students most disconnected from academic, social and emotional support (e.g., ASES/21st CCLC/AB86/ELO-P).

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[3] Consider best practice of operating at least 30 days or evenings each year with small student-to-staff ratios (e.g., 20-to-1 staff ratio for grades 1-6, 10-to-1 for TK/K, and 15-to-1 staff ratio for academic content). Several online resources are available including www.partnerforchildren.org/resources.

In addition to working toward the grant goal and objectives, grantees:

- Must attend a minimum of three virtual partner meetings/convenings during the grant period (Summer 2022, Fall 2022 and Summer 2023).
- Are strongly encouraged to participate in technical assistance and training related to data collection and evaluation.

Grants will begin on July 1, 2022, and can last through August 31, 2023.

ELIGIBILITY CRITERIA

Organizations must meet the following minimum requirements:

- Have an office in California and provide services in Sutter County.
- Be a 501(c)(3) community-based organization, school district, county office of education, direct-funded charter school, university or Tribal organization with established and trusted community relationships. Fiscal sponsorships are eligible. Also open to applications from collaboratives, if the backbone organization is an eligible applicant.
- Have demonstrated experience working with young people of diverse backgrounds in expanded learning/out-of-school settings.
- Applicant organizations and their partners must have demonstrated evidence of inclusivity and shall not discriminate based on race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation or military status in any of its activities or operations.

Applicant organizations must have paid or volunteer staff members.

FUNDING INFORMATION

- Applicants may request any amount up to $200,000.
- The grant term is 14 months, beginning July 1, 2022, and ending August 31, 2023.
- Up to 20% of direct costs may be requested for indirect costs.
- Direct costs may include, but are not limited to, staff compensation, consultants, operating costs, meeting costs, travel and necessary equipment.

EXAMPLES OF POTENTIAL FUNDED ACTIVITIES AND PROGRAMS INCLUDE, BUT ARE NOT LIMITED TO:

- Project-based learning utilizing science, technology, engineering, arts and mathematics (STEAM) education framework (e.g., robotics engineering, coding)
- Social-emotional supportive programs

- Positive school climate programs (e.g., anti-bullying, anti-racism)

- Civic engagement (e.g., understanding how government works, policy change, etc.)

- Academic support including homework assistance and tutoring

- Physical activity, recreational and sports activities (e.g., swimming lessons, biking)

- Fine arts (e.g., theater, dance, music, art therapy, photography)

- Nutrition education, gardening, health and wellness

- Language skills for ESL students

- Youth leadership development

- Connecting youth to nature and agriculture

- Service-learning or community engagement

- Substance use prevention activities

- Behavioral health education, prevention and wraparound supports

- Mentoring

- College preparation

- Offering fee-based services at no cost for low-income youth and students

- Ethnic studies and/or culturally based programming focused on cultural preservation, storytelling and healing

- Language immersion programs

WHAT WE WILL NOT FUND THROUGH THIS FUNDING OPPORTUNITY

- Debt retirement

- Operational deficits

- Partisan activities

- Religious organizations for explicit religious activities

- Activities that exclusively benefit the members of sectarian or religious organizations

- Purchase of properties or capital investments

BUDGET GUIDELINES AND PAYMENT

Applicants are required to adhere to the budget guidelines included in the Budget Template. Applicants must submit their proposed budgets in the template format. Applications that do not conform to this template will not be considered. All items budgeted must be inclusive of all costs, including taxes and fees, in U.S. dollars.

Applicants are required to submit a detailed cost budget and budget justification to assist The Center in establishing cost reasonableness of the final fixed price amount awarded to the funded partner and the appropriate amounts for each annual payment made to the awardee.

Responsive payment schedule: Understanding that a significant infusion of resources upfront may be a challenge for program implementation, The Center will offer flexible and phased payments. Payments will be issued based on the achievement of a set of agreed-upon deliverables as defined in the grant. Each grant will be divided into two payments: (1) 50% of the funding will be paid upon execution of the grant agreement and completion of insurance requirements, and (2) 50% payment will be paid once the partner successfully submits required data demonstrating progress and impact. Specific payment amounts will be determined through the proposed budget and in collaboration with awarded partners.

PROJECT TIMELINE

Grants will cover activities for the following time period: July 1, 2022, to August 31, 2023.

REPORTING REQUIREMENTS

The Sutter County Expanded Learning Initiative grant focuses on increasing access to learning acceleration programs for youth of color and other marginalized students. To demonstrate that intended populations were served, funded partners/grantees will need to report aggregate information on the number of youths served with demographic information. Funded partners/grantees must also establish how they advanced equity by addressing learning loss, isolation and social-emotional needs of marginalized students. Consequently, funded partners/grantees will provide information on the specific types of services or programming offered and any specific areas of focus. Funded partners/grantees should report on their goals and how much progress has been made in achieving them (e.g., social-emotional learning, learning acceleration).

PROGRESS REPORTING

Funded organizations should be prepared to report interim progress toward the grant goal, as well as challenges and reflections on the grant work with The Center staff and/or partners during partner convenings and/or funder site visits or calls. Written progress report due dates are as follows: August 15-29, 2022, January 2-16, 2023, June 5-19, 2023, and August 14-28, 2023. The reporting template will be shared to awarded applicants after the grant start date. Performance measures for reporting can be found below.

FINAL REPORTING

Funded organizations are required to submit a detailed financial report and a final narrative report summarizing major activities, explaining outcomes and learnings, and include any learning products within 30 days of the grant's end.

Funded partners/grantees will be asked to provide the following information on behalf of the grant-wide evaluation.

1. **Youth Demographics:** Collect and provide aggregate data on youth participants. This information will be collected up to four times during the grant period.
   a. Race and Ethnic Identity
   b. Gender Identity
   c. Grade Level
   d. Socioeconomic Status (i.e., eligible for free or reduced-price lunch)
   e. English Language Learner status

2. **Attendance and Access:** For each program, collect and provide aggregate data on attendance and access. This information will be collected up to four times during the grant period.
   a. Number of total youths served by the program
   b. Average daily attendance in the program
   c. Number of days service/programming provided
   d. Duration of programming (number of hours per site)
   e. Number of sites running programs

3. **Type of Programs/Services**: Report information on the type of programming or services provided. Programs and services should be categorized into one of the three areas listed below. This information will be collected up to four times during the grant period.
   a. Academic support
   b. Social-emotional learning
   c. Enrichment (e.g., STEAM, arts, sports, free play, other)

4. **Progress toward grantee-defined goals**: Progress toward grantees' goals will be collected up to four times during the grant cycle to demonstrate progress.
   a. Report grantee-defined goals
   b. Progress toward each goal using the scale met/approaching/not yet started

5. **Funding Sources**: Report what funding sources were used using the categories listed below. Information will be collected at the conclusion of the grant cycle through a common budget reporting form.
   a. Public grants – ASES/21st CCLC/AB86/ELO-P
   b. Private grants – e.g., community foundations, individual donors
   c. Student/parent fees
   d. Other

Performance measures may be revised as needed to address current situations and high-priority challenges. Reports from programs and sites will follow the timeline below.

Key Reporting Dates

Summer 2022: August 15-29, 2022
Reporting window for summer 2022 programs

Fall 2022: January 2-16, 2023
Reporting window for fall 2022 programs

Spring 2023: June 5-19, 2023
Reporting window for spring 2023 programs

Summer 2023: August 14-28, 2023
Reporting window for summer 2023 programs

SELECTION AND EVALUATION CRITERIA

The Center will select applicants who present the most complete and responsive applications demonstrating the most favorable mix of credentials, potential and cost. Applications will be judged on overall likelihood of impact, strength of implementation team and proposal, and budget.

Overall, the application should demonstrate the ability through staffing, approaches and program strategies to advance educational equity through expanded learning programs for students furthest from opportunity.

THE FOLLOWING CRITERIA WILL BE USED IN THE REVIEW OF APPLICATIONS

Organizational Experience. The application should provide a clear explanation of why the organization is the appropriate organization to implement the proposed program/project/activities, including, but not limited to:

- A track record of engaging youth in expanded learning programming and/or high-quality out-of-school-time programming
- Demonstrated commitment to youth development and an asset-based approach to youth engagement
- Culturally responsive approaches to education for youth ages 5 to 19
- An understanding of the role trauma plays in the development of young people
- Commitment to engaging youth through harm-reduction strategies

Intended Participants and Need. The applicant should provide a brief description of the youth who will be engaged. Applications are expected to focus on youth 5 to 19 years old who are from low-income and underserved backgrounds. Applications that seek to reach youth who are at even greater risk due

to intersectional[4] identities and social factors are encouraged. Applications that seek to engage youth with disabilities or youth experiencing housing insecurity will be prioritized.

Project Plans/Use of Funds (inclusive of application narrative). Project plans must focus on support for expanded learning programming during the school year – before or after school and/or during school breaks (e.g., summer, winter or intersession).

Organizational Capacity. The application should describe your organization's capacity to implement the project in terms of the implementation team and other organizational resources.

Budget and Budget Narrative. Applicants are required to submit a detailed cost budget that adheres to funding guidelines and is clearly linked to the proposed activities. Review criteria include, but are not limited to:

- Consistent with the proposed project plan (includes youth stipends or incentives, appropriate staffing levels, other likely costs)

- Has an indirect cost of no more than 20% of the direct costs

Additional Requirements. Applications must:

- Have executive support for the proposed project, as evidenced by a signed letter of support from the senior administrator, demonstrating willingness to commit staff time and resources to add new activities

- Affirm the applicant's ability to submit data and financial progress reports on a specific set of measures in the signed letter of support from the senior administrator

APPLICATION TIMELINE

At The Center's discretion, the timeline below is subject to change to best meet programmatic needs and funder requirements.

APPLICATION DEADLINE:
June 23, 2022, at 2 p.m. (Pacific Time)

REVIEW OF APPLICATIONS:
June 2022

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[4] Intersectionality is a theoretical framework for understanding how multiple social identities such as race, gender, sexual orientation, socioeconomic status and disability intersect at the micro level of individual experience to reflect interlocking systems of privilege and oppression (i.e., racism, sexism, heterosexism, classism) at the macro social-structural level. The Problem with the Phrase Women and Minorities: Intersectionality—an Important Theoretical Framework for Public Health https://www.ncbi.nlm.nih.gov/pmc/articles/PMC3477987/

APPROXIMATE AWARD ANNOUNCEMENT:
July 2022

APPROXIMATE DATE GRANTS ISSUED:
July 1, 2022

NOTE: All funding will be backdated to July 1, even if subcontracts are signed after July 1.
To be considered, organizations must submit applications to the online portal by **2 p.m. (Pacific Time)** on the deadline date of **Thursday, June 23**.

Proposals received after the due date/time will not be reviewed. Submission before the deadline date is highly advised in case you experience technical difficulties with submitting your proposal.

PROPOSERS' WEBINAR

We have scheduled one proposers' webinar to review this funding opportunity and the application process, and to answer questions. The webinar will be held on Thursday, June 9, at 2 p.m. Participation in the webinar is strongly recommended, though not required. The webinar will be recorded and posted on The Center's website for review.

Please register for the proposer's webinar at https://us06web.zoom.us/webinar/register/WN_-hBxZ4F-Qh24up95hzrDbA.

IMPORTANT APPLICATION GUIDELINES

To help us process your application, please follow these submission guidelines:

- We encourage you to submit your application before the deadline date in case you need help with any of the RFA components.
- Applications are due **no later than 2 p.m. (Pacific Time) on Thursday, June 23, 2022**.
- Submit the application via our online portal through this link. New users of the portal will need to create an account as the first step in the application process. You will only use this link one time to initiate your application. After you have started working on your application, use the link below or that you received via e-mail to continue working on your saved application.
- When working on your application in the portal, use Internet Explorer as the browser when working on a PC and Safari as the browser when working on a Mac.
- Respond to all required fields (marked with an *).
- Upload all attachments listed under "Application Checklist" below.
- On the portal, you may click "Save & Finish Later." You will receive an e-mail with a link to return to your in-progress application. You may also use this link to return to your in-progress application.
- Click "Save & Finish Later" any time you will not be working in your application for a few minutes.

- You may submit your application only once. Be sure your application is complete and accurate, including required documents, before submitting it. Revised applications will not be accepted.

- If you are unable to submit your application online or need help, please contact us at centergrants@shfcenter.org with the subject line: Application Online Help.

Send questions and inquiries related to this funding opportunity to
centergrants@shfcenter.org **with the subject line: SCELI Application Question**

APPLICATION CHECKLIST

Access the Sutter County Expanded Learning Initiative application form at
https://sierrahealth.tfaforms.net/30

Required Application Attachments:

☐ Proposed budget completed with The Center's template

☐ Proposed budget justification

☐ Applicant organization's W-9

☐ Support letter signed by the applicant organization's administrator/executive

Incomplete applications will not be reviewed. Definition of incomplete application: The applicant did not answer all the questions, the applicant did not submit all of the requested supporting documentation or did not use the correct grant template.

Sutter County Expanded Learning Initiative Grant Application

APPLICANT ORGANIZATION INFO
Organization name
Is this organization a fiscal sponsor?
Name of the fiscally sponsored project, if applicable
Address
County
Phone
URL (optional)
Director/CEO Contact Name
Director/CEO Contact Title
Director E-mail address
Director phone
Application Contact
Application Contact E-mail Address
Application Contact Phone
Applicant Organization Tax ID #

Organization Status – Organization has 501(c)(3) nonprofit status with the IRS. Yes, No, Unsure
Does the applicant organization have an annual financial audit? Yes, No

PROJECT INFORMATION
Project Name (10 words maximum):
Brief Summary and Purpose of Project (100 words maximum):
Amount Requested: $_____
Start Date: July 1, 2022
End Date: August 31, 2023

Population to be served [able to choose multiple]
☐   African-American/Black [Provide specific population(s) _____]
☐   Asian-American(s) [Provide specific population(s) ____]
☐   Pacific Islander [Provide specific population(s) ____]
☐   Middle Eastern or North African [Provide specific population(s) ____]
☐   Latino/Hispanic [Provide specific population(s) _____]
☐   American Indian/Alaska Native: [Provide specific population(s) _____]
☐   White
☐   Mixed race
☐   Other (Please identify) [Provide specific population(s)_____]

Additional Area of Focus
☐   Foster Youth
☐   2S/LGBTQ+ Youth
☐   Youth with Disabilities
☐   Homeless Youth

☐   Immigrant Youth

☐   System-involved Youth

PROJECT NARRATIVE QUESTIONS

1. **Organization Description**. Provide a brief overview of your organization (the entity that is carrying out the project), including: a) when it was established, b) its mission, c) whom you serve, d) types of programs you operate and e) geographic area the organization provides services currently. If applying as a coalition, information about the coalition should be provided. (200 words maximum)

2. **Project Goal:** Describe your project's overall goal. Frame this in terms of the project's long-term aspirations. (200 word maximum)

3. **Population Description**. Describe the student population that will be affected by the proposed project. Include any data available on their geographic setting or neighborhood as well as demographic characteristics such as age, gender, race/ethnicity, socioeconomic status, and any other relevant information. (200 words maximum)

4. **Track Record with Youth/Students**. Describe your organization's experience providing culturally and linguistically appropriate expanded learning services to the youth to be served. Briefly describe 1-3 examples of your work with this community (or communities). (300 word maximum)

5. **Use of Funds and Project Activities.** a) Describe in detail your plan to use these funds and how your plans aligns with grant goals, b) Describe your plan for engaging with youth (e.g. list the specific activities and frequency), c) What plans do you have in place to account for COVID-19 public health guidance and youth engagement? d) Identify any curriculum, evidence-based programming, or other resources needed to carry out your proposed project, and the timeline. (300 words maximum)

6. **Track Record with Proposed Project Activities**. State whether the proposed activities are new to your organization or an expansion of or supplement to existing activities. Describe your organization's experience with the kind of work proposed in this application. Briefly describe 1-3 examples of successes your organization has had implementing similar work. (300 word maximum)

7. **Partnerships**. Describe partnerships that are already in place or will be established to support implementation of your program goals. If you plan to re-grant/subcontract this funding, please describe the process you will use and provide a list of secured or pending partners. Include if these are new or existing partners. If no partners are needed, please explain. (200 word maximum)

8. **Project Outcomes**. List 2-5 expected direct outcomes of the activities. (300 words maximum)

9. **Monitoring and Evaluation.** Describe how you will document, monitor or evaluate project activities and progress toward the outcomes listed above. (300 words maximum)

10. **Organizational Capacity**. Describe the qualifications of the project leaders and key staff on the project. Explain how these staff members will carry out the activities identified above and support the evaluation and/or reporting requirements of this funding opportunity. If additional staff is needed, please tell us the positions that will need to be hired. (200 words maximum)

11. **Technical Assistance.** Please tell us what technical assistance your organization would benefit from in implementing this project? (Your response to this question is not considered in decisions about funding.) (150 words maximum)

ATTACHMENTS

- Proposed 14-month project Budget (required) – Download The Center's budget form in the Attachments tab of the online application form, fill it in and upload it. Be sure to complete a budget for each year. Each budget will roll up to the total budget spreadsheet.

- Proposed Project Budget Justification (required) – Please describe expense line items and what they will support. You may download a template in the Attachments tab of the online application form.

- Applicant organization's W-9 (required)

- Support letter signed by the applicant organization's executive, or if you are applying as a coalition, support letter signed by each coalition member stating their role in the project and signed by that organization's executive. The support letter should affirm the applicant's ability to submit quarterly data and financial progress reports and participation at two in-person convenings.

- (Optional) Additional supporting documents that can help reinforce the capacity of the organization or program. These documents will not be factored into the final selection of the application but can help provide additional details on the proposed program (e.g., flyers, annual reports, photos or links to social media, etc.). Maximum of 5 pages.