## Youth Community Investment Grant RFA



Youth Development Division

Information Webinar: June 4, 2021

Thank you for joining us today,

the presentation will begin momentarily:

#### **To Note, during this informational webinar:**

- All participants have been muted and video function is disabled.
- The presentation is being recorded and will be posted online.
- Chat function will be monitored throughout the presentation, so please utilize this function should you need anything or have questions.



### 2021-2023 **Youth Community Investment Grant Request for Application Webinar**

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Statements and responses to questions addressed during the presentation are considered nonbinding, until published in the Official Question/Answer Document as part of this RFA. Please refer the published RFA and supplemental documents for official RFA information and Responses. RFA Documents are available at https://www.oregon.gov/youthdevelopmentdivision

### **During this informational webinar:**



- All participants have been muted.
- Please enter any questions or comments into the <u>Question Box</u> on your screen.
  - Questions will be monitored and addressed throughout the presentation.
  - Please note some questions may require follow-up, and a response will be provided in the published Q and A document to come as part of the RFA process.
- Screen shots of application materials are in an outlined text box



### YDC/YDD Mission, Vision & Values

#### **VISION**

All of Oregon's youth have the opportunity to thrive and achieve their full potential.

#### **MISSION**

YDC/YDD aligns systems and invests in communities to ensure equitable and effective services for youth ages 6 through 24. Throughout Oregon and Tribal Nations, we support educational and career success, disrupt youth crime and violence, and affirm youth strengths and safety.

#### **VALUES**

Equitable access | Equal opportunity | Youth-centered approaches & results Inclusion | Innovation



## Youth Development Council & Youth Development Division

The <u>Youth Development Division</u> (YDD) is a state agency that carries out work under the strategic direction of the Youth Development Council (YDC). YDC/YDD initiatives include:

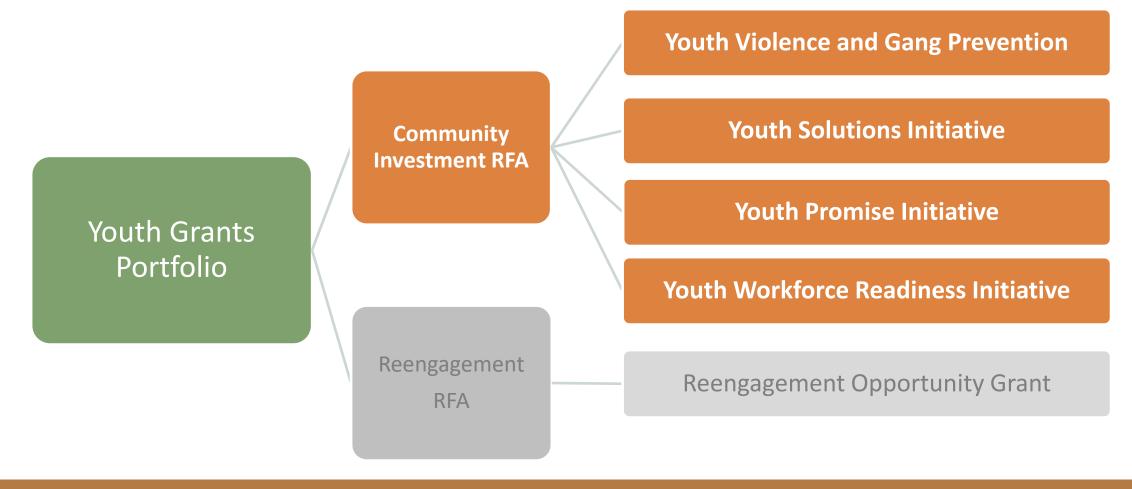
- Community Investment and Reengagement grant-making to youth development programs
- Juvenile Crime Prevention grant-making to counties and tribal governments
- Compliance monitoring for juvenile protections under the JJDPA
- Implementation of a youth reengagement system, as part of the Student Success Act

#### **Funding Priorities**

- Identify and Remove System Barriers and Gaps
- Reduce Disparities and Achieve Equitable Outcomes
- Build Assets, Protective Factors and Strength-based Practices for Youth
- Engage, Reengage, and Advance Youth Learners
- Prevent and Disrupt Crime and Violence and Promote Youth Safety



### **Youth Grants Portfolio**



### **Burning Questions**

#### 1. When does the RFA application window close?

Tuesday, July 13, 2021 @ 1pm.

#### 2. Can my organization submit more than one application?

- Organizations providing may submit multiple applications for each RFA and Grant Initiative.
- Successful applicants will be required to document how multiple grants serve different programmatic and participant needs.

#### 3. What is required to submit the first claim for this grant?

- An executed grant agreement
- All EGMS processing and approvals complete
- Approved Work Plan

#### 4. When will expenditures be reimbursable back to?

• YDD's intent is to reimburse grant costs from July 1, 2021, pending YDC approval in June.

#### 5. How to organizations receive funds for YDD Grant Funds?

• YDD Grants are mainly reimbursement based. Grantees may submit Reimbursement Requests on a monthly basis

#### 6. I have other questions, how do I ask them?

- **During presentation:** Please add in chat box, we will informally address the ones we can during the presentation
- After presentation: All questions must be sent to the Sole Point of Contact (SPC) as instructed in the RFA.
- Official responses to questions from this presentation and/or submitted to SPC will be published on or around July 2, 2021.



## Youth Community Investment Grants

Age Range:

6-24

**Award Range:** 

\$20,000 - \$200,000

#### Purpose (RFA 1.1)

The Youth Community Investment Grants are grant funded initiatives (collectively "Grant Initiative(s)") aimed at serving youth ages 6-24 at risk of disengaging from school or work.

The efforts funded through this grant are expected to be culturally responsive, sexual and gender identity affirming and address various barriers to educational and workforce success.

#### **Grant Initiatives**

- Youth Promise
- Youth Workforce Readiness
- Youth Solutions
- Youth Violence and Gang Prevention



### **Youth Promise Initiative**

Age Range\*:

6-24

**Award Range:** \$100,000 - \$200,000

#### Youth Promise (RFA 2.3.3)

The Youth Promise initiative is intended to directly support youth ages 6-24 by providing funds for **existing** programming to a variety of service providers throughout the state. The Youth Promise initiative seeks to help improve and sustain engagement in education and the workforce so that youth may realize their full potential. Program services address protective factors that prevent school disengagement, unhealthy behaviors, and criminal activity. Funded program services may include, but are not limited to:

- mentoring;
- mental health supports;
- culturally specific;
- after school activities;
- prosocial activities;
- barrier removal; and
- positive relationships.

<sup>\*</sup> Grant partially funded by Title XX Funds, which may have some differing age ranges



## Youth Workforce Readiness Initiative

Age Range:

14-24

Award Range:

\$100,000 - \$200,000

#### Youth Workforce Readiness (RFA 2.3.3):

The Youth Workforce Readiness initiative supports **existing** community efforts to directly provide youth ages 14-24 with career exploration and skill development services that will lead to sustainable living wage work opportunities. This initiative is intended to support existing programming services that include, but are not limited to:

- career connected learning;
- internships and apprenticeships;
- soft skill development;
- entrepreneurship programming;
- workforce reentry services for youth involved in the justice system; and
- career mentoring/counseling to ensure that youth have the tools they need to access employment and to thrive in their chosen careers.



### **Youth Solutions Initiative**

Age Range:

6-24

**Award Range:** \$20,000 - \$100,000

#### Youth Solutions (RFA 2.3.3):

Youth Solutions initiative supports youth ages 6-24 with risk factors leading to negative educational and workforce outcomes. Efforts funded through this program include, but are not limited to:

- programs and services that are new and innovative
- scaling up of a current program
- system level change work
- middle school age workforce/career exposure
- delivery of mental health and or drug/alcohol treatment services, homeless support and
- restorative justice practices



## Youth Violence and Gang Prevention Grant

Age Range: 12-24

Award Range:

\$50,000 - \$100,000

#### Youth Violence and Gang Prevention (RFA 2.3.3):

The Youth Violence and Gang Prevention initiative prevents and directly supports youth ages 12-24 at risk of committing or being victims of violent crime. Services related to this Grant Initiative address factors leading to or exposing youth to violent and or criminal gang activity. Services include, but are not limited to:

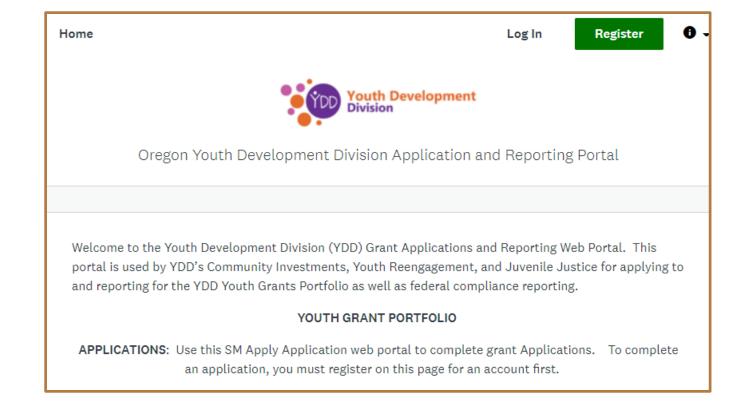
- re-entry services
- community outreach
- trauma informed and mental health supports
- prosocial activities
- mentoring; and
- creation of positive safe spaces



## Online Application Web Portal (SM Apply)

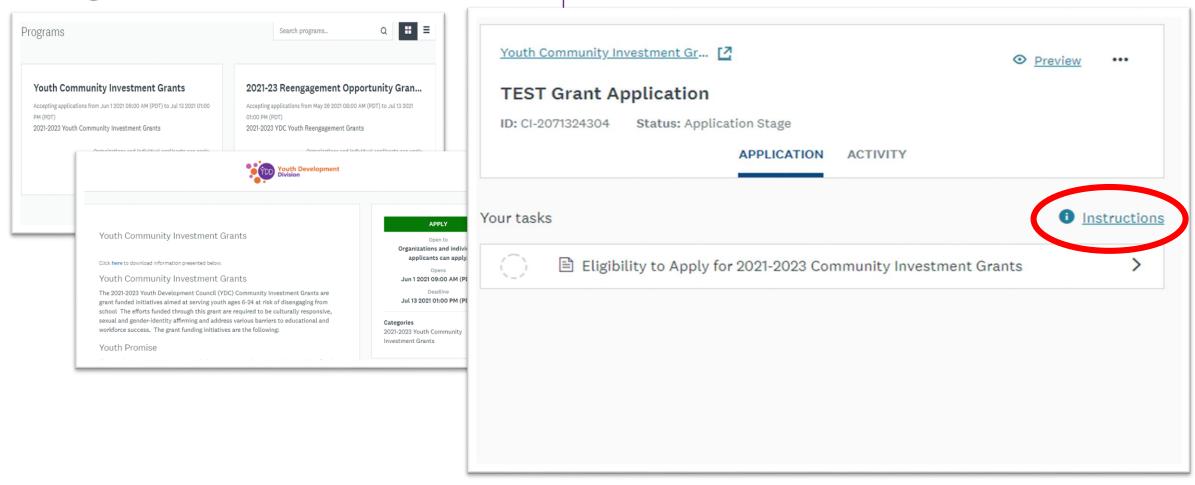
#### **Application Submission** (RFA 2.4.5)

- The Agency's Application is found on the SM Apply application web portal ("SM Apply").
- SM Apply website address: https://oregonyouth.smapply.io





### **SM Apply Application Screen**

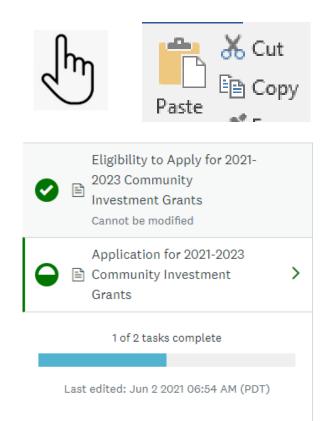




### SM Apply Hints

#### **SM Apply Hints:**

- Links in SM Apply are indicated by blue underlined text. Can hover mouse over text and it turns into a hand icon.
- Using copy and paste options allows responses to be drafted/edited prior to entering into SM Apply
- Use the scroll function at the right side of your screen, to move window up and down.
- Use Navigation Box of the left side of the screen to navigate between tasks and submit application





## **Applicant Eligibility Task 1:**

#### Eligibility (RFA 1.3)

To be eligible for a Grant under this RFA, Applicants must provide services in this State to Youth who are At Risk and must be:

One of the nine federally recognized tribes in this state;

- A nonprofit organization;
- A faith based organization;
- A public benefit company conducting business in this state;
- A mutual benefit corporation conducting business in this state;
- A county or city, or a county or city governmental entity, in this state

To be eligible for a Youth Violence and Gang Prevention Grant under this RFA, Applicants must meet the above requirements, except that the services provided in this state must constitute gang prevention and intervention services.

### **Eligibility Entity Requirements** Select one (1): Nonprofit organization Federally recognized tribe in this state Faith based organization Public benefit company Mutual benefit corporation County, city, or local government entity None of the above



## **Eligible Youth Task 1:**

#### Eligible Youth (RFA 2.2)

"Youth" means any person between the ages of 6 and 24

#### Youth Eligibility Requirements

Select one (1) or more options below to attest that the proposal serves youth meeting at least one of the following eligibility requirements.

Note: By selecting a choice, the entire age range does not have to be served, rather the majority of youth served are in the age range

- ☐ Youth ages 6-10 at risk
- Youth ages 11-18 who are at risk
- Youth ages 19-24 who are at risk
- None of the above



### **Verification Requirements Task 1:**

#### Required Reporting (RFA 2.3.3.2)

A successful Applicant will be required to submit quarterly reports that detail program progress and performance. Quarterly reports will be due within 15 days of the end of each quarter (or on the date designated by Agency for report submission). Reports include:

- Narrative Report provides a description of activities, challenges, successes, progress, and promising practices during the respective quarter.
- Data Report captures information such as demographic and output data (individual level and aggregate level, as needed).
- Expenditure Report summarizes the Project's quarterly expenses

#### Youth Verification Requirements

Applicants that receive Youth Promise, Youth Workforce Readiness, Youth Violence and Gang Prevention award will be required to monitor, track, and verify individual participant information including, but not limited to: demographic data (DOB, Gender, Race/Ethnicity, etc.); Tracking of participant progress; and an individual-level participant data report, using reporting methodology prescribed by Agency; and includes capturing delivering any personally identifiable participant information via secure file transfer to the Agency.

Note: Applicants that receive Youth Solutions award may not be required to report individual level data

- Yes, I understand the above
- No, I cannot monitor, track, and verify individual participant information and I am not applying for a Youth Solutions award

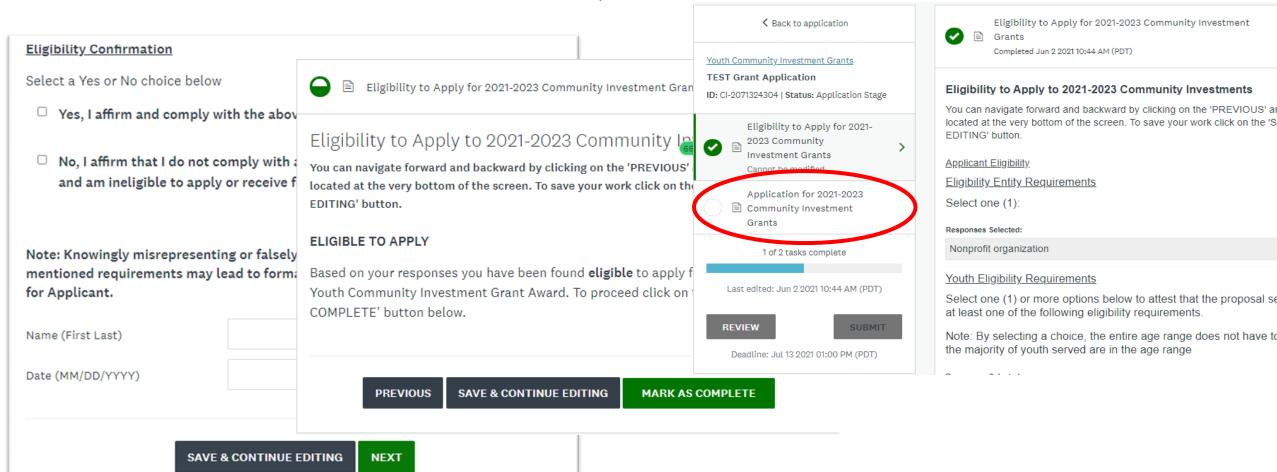
#### **Eligibility Confirmation**

Select a Yes or No choice below

- Yes, I affirm and comply with the above mentioned eligibility requirements
- No, I affirm that I do not comply with above mentioned eligibility requirements and am ineligible to apply or receive funding.



## **Eligibility Confirmation and Completion Task 1:**





#### **Organization Information:**

- Business Address
- Service Address
- County/Counties Served

#### **Program Personnel Information:**

- Executive Director
- Program Manager
- Fiscal Manager
- Primary Application Contact

# Task 2: Applicant Information and Questions/Budget Response

Applicant Organization Busines	s Address	
Mailing Address		
City		
State		
Zip Code		
County	<b></b>	
Are the proposed services taking address?	g place in the county selected for your busines	S



## **Task 2: Initiative Eligibility**

#### **Initiative Eligibility (2.3.3)**

Coincide with grant initiative descriptions

- Youth Promise
- Youth Workforce Readiness
- Youth Solutions
- Youth Violence and Gang Prevention

The following questions will determine which initiative area you are eligible to apply to. If you are planning on submitting more than one grant application you will need to fill out this eligibility form again for each individual grant application. From the choices below select the choice that best aligns with your proposed youth program services. After selecting your choice, scroll down to see for which initiative you are eligible to apply for.

- Serve youth ages 6-24 with existing program services that focus on improving positive life, career, and/or educational outcomes for youth.
- Serve youth ages 14-24 with <u>existing</u> program services that focus on career exploration and workforce skills development leading to employment opportunities
- Serve youth ages 6-24 with program services that focus on improving, life, career, and/or educational outcomes for youth
- Serve youth ages 12-24 at risk of committing or being victims of violent crime with services addressing factors that expose youth to violent or criminal activity
- O None of the above choices align with my proposed program service

Clear

You're eligible to apply for the following grant initiative:

**Youth Solutions** 

PREVIOUS SAVE & CONTINUE EDITING



## **Evaluation Items Task 2:**

#### **Application Narrative** (2.5.1 RFA)

- Applicant must complete and submit a response to all six (6) questions and all sub-bullets in the questions.
- The individual responses must not exceed the word count limitation as noted for each question.
- For all grant initiatives *except the Youth Solutions* and *Youth Violence and Gang Prevention* initiative, the Applicant should use definitive verbs in the Application Narrative to describe what Applicant "will" do rather than aspirational verbs such as "hopes", "expects", "intends", "plans", or similar verbs that do not express a firm commitment to undertake a specific action.



## **Evaluation Items Task 2:**

#### **Evaluation Items:** (3.2.1 RFA)

- Evaluation Item 1: Youth Population (400 word limit, 80 points)
- Evaluation Item 2: Program Services and Activities (500 word limit, 100 points)
- Evaluation Item 3: Service Area (300 word limit, 40 points)
- Evaluation Item 4: Equity and Voice (400 word limit, 80 points)
- <u>Evaluation Item 5:</u> Partnerships (350 word limit, 60 points)
- <u>Evaluation Item 6:</u> Organization Description (300 word limit, 40 points)

# Evaluation Item 1 Task 2: Example Question



Youth Development Division

1	. Youth	Population	as it	pertains	to the	Youth	Solutions	grant	initiative.	(300 word
li	imit)									

Describe youth population to be served and demonstrate why they are at risk of disengaging from school.

- Provide demographic information i.e. race/ethnicity, economic status, in or out-of-school,
   community/environmental considerations, and system involvement (DHS, OYA, etc.)
- Identify factors or characteristics that contribute to negative educational outcomes among youth served by this program.
- · Site sources for any information or data presented

Note: You can click and drag bottom right hand corner of text box to make text box bigger.

## **Budget Template Task 2:**



#### 2021-2023 Community Investment Grant RFA ODE-1169-21

#### Grant Budget 2021-23 Biennium

Organization	Name
Project	Name

Direct Services				
Budget Category	Allocation Amount			
Personnel	\$0.00			
Operating	\$0.00			
Supplies & Materials	\$0.00			
Equipment	\$0.00			
Travel & Transportation	\$0.00			
Direct Supports & Assistance to Youth	\$0.00			
Professional Development & Training	\$0.00			
Direct Services Total:	\$0.00			

Grantee Administrative Costs	\$0.00	#DIV/0!
Note: 1. Administrative Costs may not exceed 15% of the total budge Negotiated Indirect Rate, whichever is more.	et or your Federally	

TOTAL BUDGET	\$0.00
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Category Definitions

**Grant Budget** 

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### **Budget Category Definitions Task 2:**



# Youth Development Division

#### 2021-2023 Community Investment Grant Budget Category Definitions

CATEGORY	DEFINITION
Personnel	Salaries, wages and benefits for in-house staff performing work directly connected with the proposed project. Includes direct services, supervision of direct service delivery, and staff involved in data collection and reporting to YDD.
Operating	Costs for program operations, not including materials, supplies, equipment, licenses and other fees. Should include rent, utilities, and other costs associated with the worksite.
Supplies & Materials	Includes all consumable materials required for program delivery. This may include office supplies; postage; printing; course materials and curriculum, including online class licensing; training, worksite, and safety materials; and other service-related costs and items with a unit value under \$250.
Equipment	Includes computers, printers, and other devices that will be used for program delivery, and other non-consumable items with a useable life of one year or more, and/or a per unit value of \$250 or greater.
Travel & Transportation	Costs for staff travel and transportation of program participants, including fuel, vehicle rental, and transit costs associated with service delivery and youth transportation.
Direct Support & Assistance to Youth	All direct assistance and supports provided to participants. Includes transportation assistance including bus passes, taxi vouchers, and fuel cards; GED materials and assessments; clothing; work equipment; license and certification costs; post-secondary; tuition assistance; and incentives.
Professional Development & Training	Includes staff training, certifications, and other professional development activities.  Any training offered by an outside entity that also includes participants is considered a program service, and should be included in the "Professional Services & Fees" category.
Administrative Costs	Administrative and overhead costs not directly associated with program service delivery. Example: executive leadership, reception staffing, fiscal services and payroll processing.

Category Definitions

Grant Budget



## **Budget Narrative Task 2:**



#### 2021-2023 Biennial Budget Narrative

In the field below please provide a budget narrative. The budget narrative explains or justifies the estimated costs by line item or category in the budget. Proper budget narratives should explain how the costs associated with each line item or category relate to the program and service costs as outlined in the proposal being submitted.

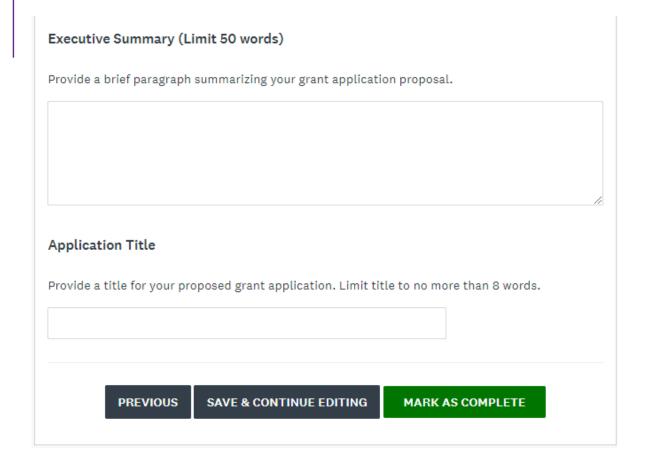
Narratives should be written in such a way that someone not specifically familiar with the project can conceptually understand the rationale, purpose and calculation of the anticipated costs identified.

#### Click here for a Budget Narrative Example



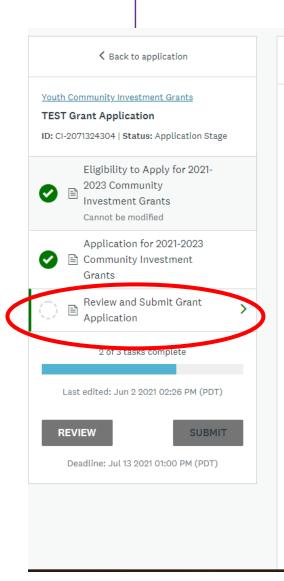
### Executive Summary, Application Title Task 2:





## Review and Submit Task 3:







Review and Submit Grant Application

Note: After completing the Applicant Eligibility, Applicant Information, and Community Investment Grant Eligibility sections you can navigate forward and backward through your application by clicking on the 'PREVIOUS' and 'NEXT' buttons located at the very bottom of the screen.

Please review the sample grant agreement by clicking here.

- I have reviewed the sample grant agreement and the applicant will be able to abide by all of the terms and conditions if awarded a grant.
- ☐ I have reviewed the sample grant agreement and would like to note requested exceptions to the standard provisions of the grant agreement

#### Review and Submit

Before you submit it's strongly suggested that you review your answers. To do this follow the steps below.

- 1. You must click on the text that reads "Application for 2021-2023 Community Investment Grants". Located on top left, may need to scroll up, next to the green check box.
- 2. You should now see your application appear. On the top right click on the 3 dots (...
- .). A drop down menu will appear, select 'Edit'
- 3. The answers to your application can now be edited. You can also navigate through



### **Score Calculation**

#### **Scoring of Applications** (3.3.3 RFA)

Example:

Evaluation Item	Score	Weight	Points
1. Youth Population	3	.20	60
2. Program Services	3	.25	75
3. Service area	3	.10	30
4. Equity and Voice	2	.20	40
5. Partnerships	2	.15	30
6. Organization Description	3	.10	30
	To	otal Points	265



### **Applicants Ranking**

#### **Ranking of Applications** (3.4 RFA)

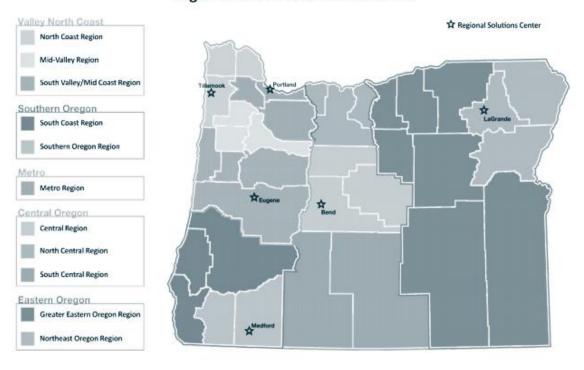
- The final Application score is the average score, determined by the sum of all evaluators' weighted scores divided by total number of evaluators per Application.
- Grant funds will be awarded to Applicants in a two-step process as described below:
  - Step 1: Highest scored Application that meets the minimum score requirement per region will be awarded a grant. There are eleven (11) regions.
  - Step 2: The remaining Applications will then collectively be ranked highest scored to lowest scored per Grant initiative. Grants will be awarded starting from the highest scored Applicant to the lowest scored Applicant until the available programs funds are allocated.

\*\*\* Youth Violence and Gang Prevention not included in regional ranking/award



### YDD Youth Grants Geographic Assignment

#### **Regional Solutions Center Locations**



#### **Regional Assignment of Applications** (3.4.1 RFA)

- Assigned based Applicant's established business address
- If an Applicant's business address is in a different region than its service location,
  - Applicant may submit supporting documentation to the SPC for Agency as outlined in 3.4.1
  - Request to change region must be received by no later than close of RFA.

\*\*\* Youth Violence and Gang Prevention not included in regional ranking/award



#### Are the proposed services taking place in the county selected for your business address? No 🕶 PLEASE SELECT County(s) of Service Area for proposed Grant Program if different than Business Address. Note: For applications to be considered in a different region from an Applicant's business address, the Applicant may submit supporting documentation to the SPC for Agency review and consideration for placement into a different region. Applicant must submit the request to change region no later than Tuesday, July 13, 2021 at 1pm as outlined in section 4.4.1.1 in the RFA. Applications that do not submit a request or receive approval for a different region, will be placed in the region of their business address. For example if my proposed program will deliver services in two counties then select a county from the dropdown menu in 'County1' and 'County 2' and leave the other two selections blank. County 1 County 2 (if applicable) County 3 (if applicable) County 4 (if applicable)

### Service Address Task 2:

Check box below if Applicant Org Address	ganization's Service Loca	tion is also their Business
Applicant Organization Service	Address	
Physical Address		
City		
State	OR	
Zip Code		
County	<b>v</b>	



### YDD Youth Grants Application Timeline

Event	Date	Time		
RFA Information Q &A Session	Friday, June 4, 2021	10:30 AM		
Questions/request for clarification due	Friday, June 25, 2021	1:00 PM		
Answers to questions/requests for clarification issued (approximate)	Friday, July 2, 2021			
Closing (Applications due)	Tuesday July 13, 2021 1:			
Request to Change Region to SPC (Section 4.4.1.1)	Tuesday July 13, 2021 1:00 F			
Issuance of notice of intent to award (approximate)	Friday, August 27 <sup>th</sup> , 2021			
Award protest period ends	7 calendar days after notice of intent to award			

**Anticipated Reimbursement from:** July 1, 2021

1st Reimbursement Submission/Q1 Reporting: October 1, 2021



### Thank you for joining us