



# 2022 Summer Program Fund Information Session 11/10 and 11/16

Presented by Elizabeth Whitford, CEO, and Pang Chang, Refugee School Impact Program Director



# Agenda

- Welcome
- Background Information
- Funding Process
- Funding Application
- Timeline
- Questions?





# Meeting Logistics

This webinar is being recorded and will be posted on our website.

A copy of this PowerPoint will be made available on our website.

All participants are currently muted, but can communicate with the presenters through the chat feature or the Q&A.

## How to Ask Questions?

### Q&A

Write your question into the Q&A feature at any point during the presentation.



Raise Hand

We will reserve time at the end to respond to live questions. During the open question period, you can “raise your hand” to indicate you have a question.

Any questions that we are unable to answer today will be posted in the FAQ on the Summer Funding webpage.



# Fund Overview

## Source of Funding

- Funding is provided by the Office of the Superintendent of Public Instruction, State of Washington (OSPI), and must be used to support programming in Summer 2022.

## Primary Goal

- Expand opportunity for youth furthest from educational justice to engage in social connections and physical and outdoor activities across Washington State in Summer 2022

## Timeline Overview

1. Summer 2021: 62 organizations funded, totaling \$1 million. Contracts ranged from \$5,000 – \$25,000.
2. Summer 2022: **RFP Now Open; Applications due December 6, 2021;** approximately \$4.5 million available; funding range of \$10K to \$50K.

# 2022 Application Focus Areas:

1. Program engages young people furthest from educational justice.
2. Program has staff, volunteers, leadership and board members who are reflective of the priority populations served.
3. Program defines and supports social connections, physical activities and outdoor activities for young people *AND* the program's implementation plan ensures that these program requirements are achieved and are responsive to the needs and interests of the young people served.



# 2022 Summer Program Fund Website: <https://schoolsoutwashington.org/grant-initiatives/summer-program-fund/>

## Key resources on the webpage:

- Key dates
- [RFP and online grant application](#)
- [Technical Assistance](#)
- [RFP Translations](#)
- [FAQ](#) (Frequently Asked Questions)



# Proposal Review Process

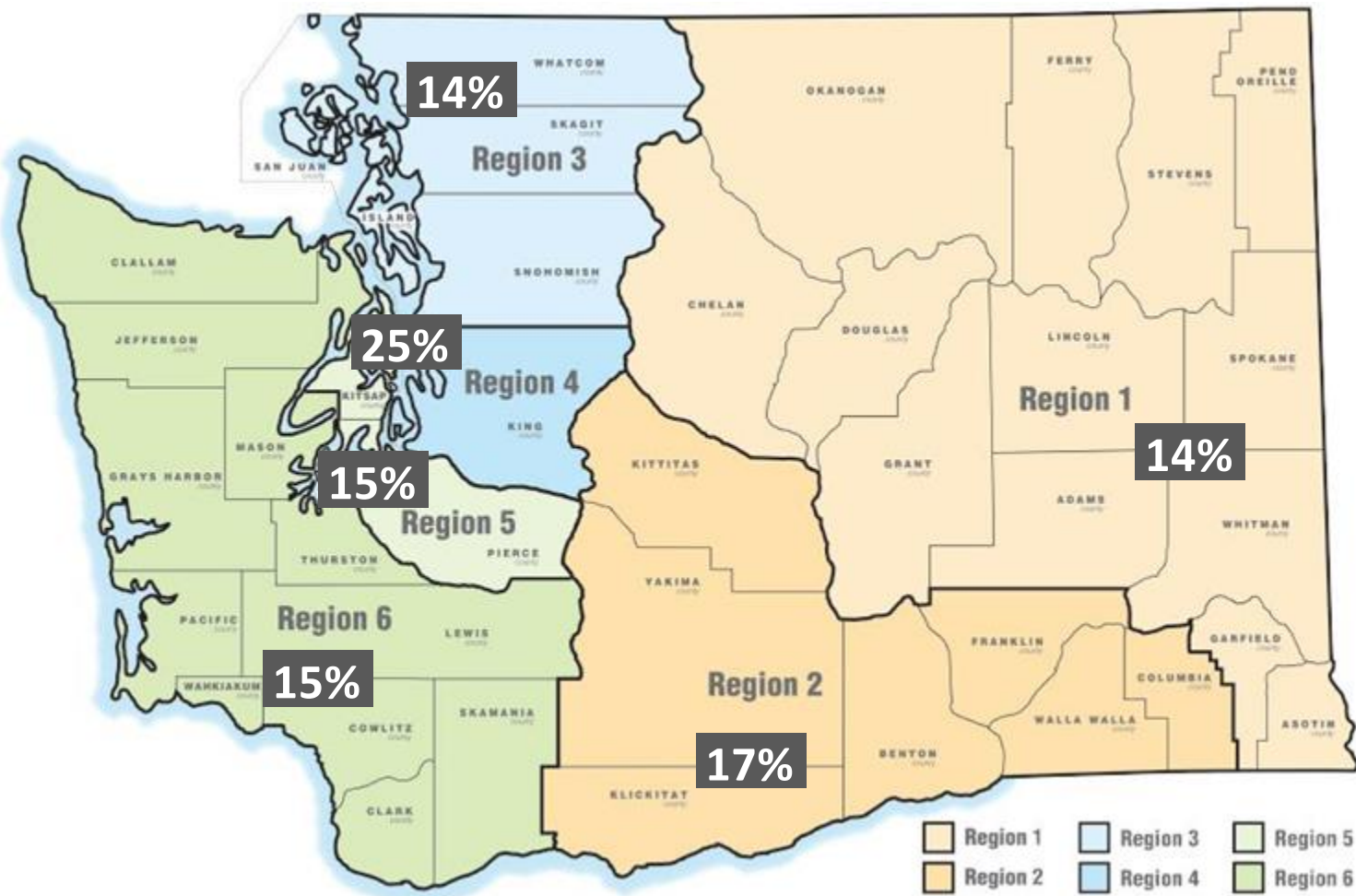
- Peer review process, with goal of strong regional and Black, Indigenous, People of Color (BIPOC) representation.
- Reviewers will need to disclose conflicts of interest and will be assigned to review teams that avoid those conflicts.
- Proposals will be reviewed by region.
- All reviewers will participate in anti-bias training and use a scoring rubric.
- SOWA will make funding recommendations based on reviewer scores, equitable representation among priority populations and equitable geographic distribution,
- OSPI will make final funding decisions.
- **Funding notifications by mid-February, 2022.**





# Goals for Geographical Distribution of Review Groups and Funding

Youth under 18 in Poverty per region (2019) and % BIPOC youth under 18 per region (2019)





# Summer 2022 Funding Size Determination

## Number and size of contracts:

- Range: \$10-\$50K
- Estimated 100-150 programs funded
- Can support unfunded summer program expenses incurred between award notification (February) and September, 30, 2022

## Award size based on:

- Amount requested
- Number of young people engaged
- Number of contact hours
- Peer reviewer score
- Geographic equity goals





# Requirements of Successful Applicants

- Sign a contract with School's Out Washington
- Provide evidence of sufficient liability insurance ([see sample contract in RFP & FAQ](#))
- Complete forms to facilitate transfer of funds
- Verify receipt of funds
- Attend Summer Symposium in March, 2022
- Complete organizational profiles in [Elevate Washington](#)
- Submit a final narrative report by September 30, 2022



# Application

1. Eligibility Verification
2. Program/Organization Information
3. Focus Area Narrative and Dropdown Responses
4. Certifications

# Eligibility Information:

Please confirm that your organization is eligible to apply for funding:

*These organizational and programmatic criteria are required to be eligible for the 2022 Summer Program Fund. If your organization or program does not meet all of them, you're not eligible to apply for this funding.*

## **Your organization:\***

- ☐ will provide a 2022 summer program for young people;
- ☐ will adhere to Washington State Department of Health protocols;
- ☐ is a nonprofit community-based organization, a small business or a public agency; and
- ☐ will serve young people ages 4-21 in Washington State, enrolled in or receiving services provided by a K-12 school.



# Eligibility Information (Continued):

**Your organization's 2022 Summer Program will:\***

- ☐ include activities designed to strengthen social connections among young people;
- ☐ include physical activities;
- ☐ include outdoor activities;
- ☐ be provided on multiple days and/or over multiple weeks; and
- ☐ be provided in-person or mostly in-person.



# Program/Organization Information

- Fiscally sponsored organization?
  - *Must upload signed letter from sponsoring organization onto the application*
- Select all counties served through the 2022 Summer Program that are the focus of this application
- Organization legal name:
- Name of fiscally-sponsoring organization (if applicable):
- Employer Identification Number (EIN):

*Note: if program/organization has a fiscal sponsor, please input fiscal sponsor's EIN*

- Unified Business Identifier (UBI) Number:

*Note: if program/organization has a fiscal sponsor, please input fiscal sponsor's UBI*



# Program/Organization Information (Continued):

- What were the total operating expenses for your organization in its most recently completed fiscal year?
- When did that fiscal year end?
- Type of organization: (Nonprofit, Small Business, Public Agency (please specify), other)
- Primary Physical Address
- Program Name and Description (Provide a brief description of this program (who it's for, programming focus). This will be used on Elevate Washington.







# INFORMATION REGARDING PRIORITY POPULATIONS

## Focus Area #1: Program engages young people furthest from educational justice (35% of score)

**a. The question below (1b) asks that you tell us what percentage of the young people in your summer program are in each of the priority categories. Before you provide the information on young people, please tell us your data source:\***

- Percentages are based on youth or family reported data.
- Percentages are based on a proximal data source, such as school district or census data.
- Percentages are estimates based on our knowledge of our youth community.
- We do not currently collect, or have proxy data, for any of this information and are not comfortable estimating percentages for this question.

Even if you do not provide percentages on priority populations, all applicants must still provide a detailed description of their youth community in question 1e below.

# Focus Area #1: Program engages young people furthest from educational justice



**b. Please estimate the percentage of young people in these categories who will participate in your 2022 Summer Program. We understand that many young people will fall into multiple categories; percentages do not need to add up to 100%. Please base this on previous program data, current enrollment data, or another proximal data source such as school demographic data. You will have an opportunity to tell us more about your community in the narrative that follows:**

*Please put zeros if you do not expect young people from a particular priority population to participate in your 2022 Summer Program. Please leave blank if estimates are not available for that priority population.*

- ☐ Youth in poverty, as measured by eligibility for free- or reduced-price lunch: \_\_\_\_%
- ☐ BIPOC youth: \_\_\_\_%
- ☐ Migrant youth: \_\_\_\_%
- ☐ Refugee and/or immigrant youth: \_\_\_\_%
- ☐ English language learners: \_\_\_\_%
- ☐ Youth experiencing homelessness: \_\_\_\_%
- ☐ Youth in foster care: \_\_\_\_%
- ☐ LGBTQ youth: \_\_\_\_%
- ☐ Youth involved in the criminal justice system: \_\_\_\_%
- ☐ Youth with disabilities, including physical, developmental, and/or intellectual disabilities; or special health care needs: \_\_\_\_%

# Focus Area #1: Program engages young people furthest from educational justice



**c. Please estimate the overall percentage of your program's young people who are representative of one or more of the priority populations. \_\_\_\_\_%**

**d. If your program serves BIPOC youth, please provide the percentages of young people representative of each of these BIPOC youth populations.**

*We understand that many young people will fall into multiple categories; percentages do not need to add up to 100%. Please put zeros if you do not expect young people from a particular priority population to participate in your 2022 Summer Program. Please leave blank if estimates are not available for that priority population.*

- ☐ American Indian/Alaska Native: \_\_%
- ☐ Asian/Asian-American: \_\_%
- ☐ Black/African-American: \_\_%
- ☐ Hispanic or Latino/a/x Descent: \_\_%
- ☐ Middle Eastern or North African: \_\_%
- ☐ Multiracial: \_\_%
- ☐ Native Hawaiian/Pacific Islander: \_\_%

# Focus Area #1: Program engages young people furthest from educational justice



**e. Narrative:** Tell us about the young people in your community who will participate in your 2022 Summer Program, including how they are representative of one or more of the priority populations. Describe how your program will engage young people from among the priority population groups. \*

*Maximum word count is 400.*



## Focus Area #2: Program has staff, volunteers, leadership and board members who are reflective of the priority populations served, as listed above in question #1. (20% of score)

a. Please estimate the percentage of people whose identities/lived experiences fall within any of the priority population categories.\*

- ☐ Staff and volunteers who will work directly with young people in the 2022 Summer Program: \_\_\_\_%
- ☐ Program leaders who will oversee and supervise the 2022 Summer Program: \_\_\_\_%
- ☐ Program/organization board members: \_\_\_\_%

b. **Narrative:** Describe how your program staff, volunteers, leadership and board members are reflective (have shared identities or similar lived experiences) of the priority youth populations served by your summer program. \*

*Maximum word count is 350.*



Focus area #3. The program defines and supports social connections, physical activities and outdoor activities for young people AND the program's implementation plan ensures that these program requirements are achieved and are responsive to the needs and interests of the young people served. (45% of score)



- Program type
- Ages of young people to be served
- Number of young people to be served
- Program delivery (In-person only or in-person and virtual?)
- Drop-in program?
- Program duration (in weeks)
- Days per week
- Hours per day

## Focus area #3. Program Design and Implementation. (45% of score)



**Narrative:** Discuss both the design and the implementation plan for your summer program. Think about what you'll do, why your design is responsive to the young people you'll serve, and how you'll implement the program. Address all of the following in your answer:

### **1. Provide an overview of your 2022 Summer Program. How do you plan to implement it? \***

*Maximum word count is 200.*

### **2. Discuss in detail the activities you'll provide to strengthen social connections. Will the focus on social connections vary by age group? \***

*Maximum word count is 200.*

### **3. What physical activities will your program include? \***

*Maximum word count is 150.*





## Focus area #3. Program Design and Implementation. (45% of score)



**Narrative:** Discuss both the design and the implementation plan for your summer program. Think about what you'll do, why your design is responsive to the young people you'll serve, and how you'll implement the program. Address all of the following in your answer:

### **4. What outdoor activities will your program include? \***

*Maximum word count is 150.*

### **5. Explain why your program model is effective and responsive to the needs of your priority youth population.\***

*Maximum word count is 250.*

**Funding request: 2022 Summer Programs may request between \$10,000 and \$50,000. Funds must be expended by September 30, 2022.\***

*Must enter a number between 10,000 and 50,000*



# Certifications:

- Specify name, email address, and phone number of person completing the form.
- All applicants receiving funding will be required to submit a completed signed W-9. Funds will be paid electronically through Automated Clearing House (ACH). School's Out Washington will send an ACH authorization form and W-9 form via DocuSign to successful applicants. Return of these documents will be required within seven days of receipt. Please specify name and email to whom the ACH form and W-9 request should be sent.
- All applicants receiving funding will be required to sign a contract with School's Out Washington. Please specify name and email to whom the contract should be sent for signature.
- If funded, the applicant agrees to provide School's Out Washington the right of access to its Form 990 and other financial records for six years following the funding date, at all reasonable times to confirm the financial information presented in this application.\*

# Certifications (con't):



*Please check all the boxes.*

- ☐ “I certify that I am authorized to submit this application on behalf of the applicant organization.”
- ☐ “I certify, by signing this application that neither the applicant organization nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal or state department or agency.”
- ☐ “I certify that if applying as a small business, my business meets the definition of small business provided in [RCW19.85.020](#).
- ☐ “I certify that the described program does not include religious worship, exercise, or instruction. If the application is successful, no participants will be required to participate in any religious worship, exercise, or instruction in order to have access to facilities.
- ☐ “I certify that the information provided in this application and the information provided in any supporting documents and forms is true and accurate in all material respects. I also understand that any false statements or deliberate omissions on this application may subject me to return funds or other legal actions for fraudulent misrepresentation.”

# Online Application

- The application must be completed online, and in English.
  - Once the application is started, the organization will be able to save their work and return to complete later. Click "Save and continue later" at the top right corner, then supply and verify your email. Check your inbox before exiting the application window.
- **We encourage applicants to utilize the [word template](#) linked to the application to draft their responses prior to entering them into the online form.**



<https://schoolsoutwashington.org/grant-initiatives/summer-program-fund/>

- RFP
- APPLY
- Translated RFPs
- FAQs
- Technical Assistance
- Peer Reviewer

## Summer Program Fund

### 2022 Summer Funding Opportunity

School's Out Washington (SOWA) is partnering with the [Office of Superintendent of Public Instruction \(OSPI\)](#) to administer a second round of funding through the Summer Program Fund—a statewide opportunity for summer programs, serving young people ages 4-21 in Washington. Approximately \$4.5M will be invested in summer programs through contracts ranging from \$10,000 – \$50,000 for Summer 2022.

The RFP process is now open and **applications are due by 11:59 PM on, Monday, December 6, 2021**. Funding decisions will be made by mid-February, 2022

#### IN THIS SECTION

[Summer Program Fund](#)[View/Download The RFP](#)[Apply Here](#)[View/Download The Translated RFPs](#)[FAQs](#)[Technical Assistance](#)[Apply To Be A Reviewer](#)

The primary goal of this funding is to expand opportunities for young people furthest from educational

# Application Template

← → ↺ survey.alchemer.com/s3/6577000/2022-Summer-Program-Fund

Application  
Template



Washington Office of Superintendent of  
**PUBLIC INSTRUCTION**



**School's Out™**  
Washington

## Application for 2022 Summer Program Fund

Welcome to the 2022 Summer Program Fund. The application includes dropdown options and narrative responses. Make sure to read through the RFP before completing the application.

Applications must be submitted online through this application. It is recommended that you first fully review the questions in the template linked [HERE](#) and draft your responses there. Once responses are complete in the template, applicants can copy them into this online application for submission.

Alternatively, if you start the online application and would like to save and continue later, select "Save and continue later" at the top right of your screen starting on the next page and follow the prompts. Please carefully review the Save and Continue Instructions provided if you would like to use this feature.

Online applications must be submitted in English. Translated versions of the RFP and Technical Assistance can be found [on the 2022 Summer Program Fund Website](#).

**Applications are due by December 6, 2021 at 11:59 PM.**

### Other Resources

- [Application Template](#)
- [2022 Summer Program Fund Website](#) (Find FAQ, Technical Assistance resources, Information Session, and RFP)
- Email us with questions at [summerfunding@schoolsoutwashington.org](mailto:summerfunding@schoolsoutwashington.org)

Next

0%

Click on  
**Next**  
for the Online  
Application

Template - Summer 2022 Program Fund

File Edit View Tools Help

Request edit access

Share

### Application Template for Summer 2022 Program Fund

To download this template: select File > Download > Microsoft Word

To go back to the application: click [here](#)

#### Eligibility Information

Please confirm that your organization is eligible to apply for funding:

These organizational and programmatic criteria are required to be eligible for the 2022 Summer Program Fund. If your organization or program does not meet all of them, you're not eligible to apply for this funding.

**Your organization:\***

- ☐ will provide a 2022 summer program for young people;
- ☐ will adhere to Washington State Department of Health protocols;
- ☐ is a nonprofit community-based organization, a small business or a public agency; and
- ☐ will serve young people ages 4-21 in Washington State, enrolled in or receiving services provided by a K-12 school.

**Your organization's 2022 Summer Program will:\***

- ☐ include activities designed to strengthen social connections among young people;
- ☐ include physical activities;
- ☐ include outdoor activities;
- ☐ be provided on multiple days and/or over multiple weeks; and
- ☐ be provided in-person or mostly in-person.

1) File  
2) Download  
Microsoft Word,  
save document and  
draft your  
responses

# Online Application


2022 Summer Program Fund


Template - Summer 2022 Progra

+

survey.alchemer.com/s3/6577000/2022-Summer-Program-Fund

Save and continue later

 Washington Office of Superintendent of  
**PUBLIC INSTRUCTION**

 **School's Out™**  
Washington

### Eligibility Information

Please confirm that your organization is eligible to apply for funding:

*These organizational and programmatic criteria are required to be eligible for the 2022 Summer Program Fund. If your organization or program does not meet all of them, you're not eligible to apply for this funding.*

Your organization: \*

- ☐ will provide a 2022 summer program for young people;
- ☐ will adhere to Washington State Department of Health protocols;
- ☐ is a nonprofit community-based organization, a small business or a public agency; and
- ☐ will serve young people ages 4-21 in Washington State, enrolled in or receiving services provided by a K-12 school.

Your organization's 2022 Summer Program will: \*

- ☐ include activities designed to strengthen social connections among young people;
- ☐ include physical activities;
- ☐ include outdoor activities;
- ☐ be provided on multiple days and/or over multiple weeks; and
- ☐ be provided in-person or mostly in-person.

**Parks departments and school districts are not eligible. Funds may not be used for 1:1 programming or religious activities.**

Back

Next

Save &  
Continue  
Later



# Online Application

2022 Summer Program Fund x Template - Summer 2022 Program x +

survey.alchemer.com/s3/6577000/2022-Summer-Program-Fund

Save and continue later

1. Please supply an email address to save your progress. A unique link will be emailed to you that will allow you to return where you left off.

2. Once "Save" is selected, all application progress up to that point is saved (including on the active page).

3. Access the application again by selecting the link sent to your email (no login required). The email subject will be "Don't forget to complete the 2022 Summer Program Fund Application".

Tips:

- Check your inbox to make sure the email is received before exiting this application.
- Do not lose this email if you would like to return back to your in progress application.

Email:

Verify Email:

Save Cancel

☐ is a nonprofit community-based organization, a small business or a public agency; and

☐ will serve young people ages 4-21 in Washington State, enrolled in or receiving services provided by a K-12 school.

Your organization's 2022 Summer Program will: \*

- ☐ include activities designed to strengthen social connections among young people;
- ☐ include physical activities;
- ☐ include outdoor activities;
- ☐ be provided on multiple days and/or over multiple weeks; and
- ☐ be provided in-person or mostly in-person.

Parks departments and school districts are not eligible. Funds may not be used for 1:1 programming or religious activities.

Back Next

- 1) Provide & verify your email.
- 2) Click on Save.
- 3) Check your inbox for the link to access the application again before you exit the window.

# Frequently Asked Questions (FAQs)

The screenshot shows a web browser with three tabs: "2022 Summer Program Fund", "Template - Summer 2022 Progra...", and "2022 Summer Program Fund RFP". The address bar shows the URL [schoolsoutwashington.org/grant-initiatives/summer-program-fund/2022-summer-fund-rfp-faqs/](https://schoolsoutwashington.org/grant-initiatives/summer-program-fund/2022-summer-fund-rfp-faqs/). The page content includes a sidebar with links to various programs: Re-Cap, King County Best Starts for Kids Quality Out-of-School Time Initiative, Feed Your Brain, Refugee School Impact Program, and Youth Dev Nonprofit Relief Fund. The main content area lists four topics: Eligibility, Application, Summer Programming, and Funding, each with a red plus icon in a circle. A red arrow points from a callout box to the plus icon for the "Eligibility" topic.

2022 Summer Program Fund FAQs by topic

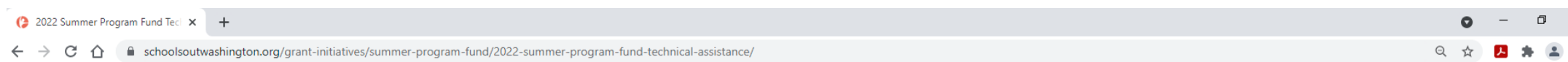
- Eligibility
- Application
- Summer Programming
- Funding

Click on + to expand

- Prioritize social connections among young people
- Engage young people in physical and outdoor activities
- Be in-person or mostly in-person (Some hybrid components or virtual participation are allowed)
- Offer summer programs over multiple days and/or multiple weeks

Browse the FAQs listed below by topic. If you don't find your question answered, please email [summerfunding@schoolsoutwashington.org](mailto:summerfunding@schoolsoutwashington.org).

# Technical Assistance



Homepage / Grants / Summer Program Fund / 2022 Summer Program Fund Technical Assistance

## 2022 Summer Program Fund Technical Assistance

### Grants

#### Summer Program Fund

- > 2022 Summer Program Fund RFP FAQs
- > 2022 Summer Program Fund Technical Assistance
- > 2021 Summer Program Fund Recipients
- > 2021 Summer Program Fund Re-Cap

#### King County Best Starts for Kids Quality Out-of-School Time Initiative

#### Feed Your Brain

#### Refugee School Impact Program

#### Youth Dev Nonprofit Relief Fund

In line with SOWA's commitment to conduct an equitable and accessible application process, technical assistance will be offered to support organizations in determining eligibility for the 2022 Summer Program Fund, and in completing their applications.

Technical assistance will be available from November 5, 2021 – December 3, 2021.

### Individual consultation sessions

Organizations may sign up for a half-hour phone or video consultation session with SOWA's technical assistance provider, [Danielle Baer](#), who is contracted by SOWA to assist with the following types of support:

- Understanding eligibility and funding requirements
- Assessing whether a proposed program is a good fit with the 2022 Summer Program Fund priorities
- Describing a proposed program and how it addresses the focus areas for the 2022 Summer Program Fund
- Providing guidance and feedback in responding to the narrative questions. Please note that technical assistance providers will not write any narrative for applicants

Technical assistance will be provided on a first come, first served basis for a limited number of available sessions.

[Sign up here for a consultation session](#)

### Small Business Resiliency Network resources

Technical assistance will also be available through the Small Business Resiliency Network. The Washington State Department of Commerce partners with this diverse network of trusted organizations to provide culturally relevant assistance to small businesses and nonprofit organizations, especially those that need support in different languages.

[View/download the list of technical assistance organizations and contact information for the Small Business Resiliency Network.](#)

Contact Small  
Business  
Resiliency  
Network

Sign up for  
consultation  
session

# Technical Assistance



Danielle Baer

## 2022 Summer Program Fund TA Session

🕒 30 min

Please select whether you prefer a video or phone visit for your technical assistance support. Come prepared with your questions and/or areas for which you are seeking guidance to make the best use of the half hour session.

If you have any questions prior to your scheduled session, please contact Danielle Baer at [dbaer@schoolsoutwashington.org](mailto:dbaer@schoolsoutwashington.org). Thank you

### Select a Date & Time

November 2021

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

🌐 Pacific Time - US & Canada (3:31pm) ▼

Schedule  
consultation  
session  
through  
Calendly.

# Timeline

November 4, 2021	RFP released
November 16, 2021	Information Session from 9:00-10:30am. If interested, please <a href="#">register here</a> .
November 5 – December 3, 2021	Technical assistance available. See website for more information.
November 9, November 15, November 22, and November 30, 2021.	FAQs updated
December 6, 2021	<b>RFP due by 11:59 PM.</b>
December 9, 2021 – January 2022	Application review by peer reviewers
By mid-February, 2022	OSPI review and approval of funding recommendations & notification of funding to successful applicants
March 15, 2022	Form due briefly detailing changes, if any, in successful applicants' 2022 summer program plans since submitting their applications.
Mid-March, 2022	2022 Summer Program Symposium
Mid-May, 2022	Disbursement of funding
June 2022 – September 2022	Implementation of summer programs
September 30, 2022	Final report due



# Questions and Answers

## How to Ask Questions?



Raise Hand

We will now respond to live questions. You can “raise your hand” to indicate you have a question, and we will ‘unmute’ you when it is your turn.

### Q&A

You may also continue to pose written questions in the Q&A. Our team is working to respond to common questions in writing. Any we are unable to respond to today will be posted to our online FAQ.

\*To ensure an accurate answer, we may defer answering some questions that are new to us until we can confer with our colleagues. Responses to those questions will be posted to our online FAQ.



# Additional Questions?

- Applicants can email [summerfunding@schoolsoutwashington.org](mailto:summerfunding@schoolsoutwashington.org). We have a team monitoring this daily.
- Check the FAQ, which will be updated regularly.
- Thank you for attending!

