



INDY SUMMER YOUTH PROGRAMS

2023 Funders & Priorities

Allen Whitehill Clowes Charitable Foundation, Inc.	<ul style="list-style-type: none"> • Arts & Humanities • Use of arts for expression, healing, beauty, and/or knowledge.
Arthur Dean Family Foundation	<ul style="list-style-type: none"> • Academic Achievement, Youth Employment, Career Exploration • High-needs, high-potential children and youth who may have limited opportunities to access high-quality summer programming • Daily programming that prioritizes relationship-building with youth
City of Indianapolis Department of Metropolitan Development	<ul style="list-style-type: none"> • Youth employment programs that serve low and moderate-income youth.
IU Health	<ul style="list-style-type: none"> • Health and wellness • Nutrition
Lilly Endowment, Inc.	<ul style="list-style-type: none"> • Academic achievement • Arts enrichment • Career exploration • Leadership development • Mentorship • Recreation • Youth Employment • Health and wellness
Nina Mason Pulliam Charitable Trust	<ul style="list-style-type: none"> • Programs that provide safe and educational opportunities in neighborhoods affected by high crime and poverty. • Literacy programs • Youth employment
The Clowes Fund, Inc.	<ul style="list-style-type: none"> • Job skill training for youth with limited opportunities to access high-quality summer programming, including programs that primarily serve immigrant populations.
The Indianapolis Foundation	<ul style="list-style-type: none"> • Programs that serve a high percentage of BIPOC youth • Grassroots and BIPOC-led organizations

	<ul style="list-style-type: none"> • Programs that provide all-day care at low/no cost • Youth employment and skill development • Hands-on and exploratory experiences that close opportunity gaps for BIPOC youth • Academic achievement • Through the Romine Fund, TIF also supports programs in the above categories that have a faith component
The Indianapolis Foundation Library Fund	<ul style="list-style-type: none"> • Summer programs for youth at named Library Fund organizations (The Indianapolis Public Library, Marion County high schools, IUPUI, UIndy, and Marian University)

What We're Looking For

Every year the Summer Youth Program Fund (SYPF) receives more than 200 applications to support summer programs in Marion County. While the SYPF funding partners appreciate the time and thought behind the development of each application, there are important qualities that are most frequently evaluated.

Important elements to consider when evaluating proposals and/or program effectiveness:

1. **Credibility.** Has the applicant developed core competencies in providing summer programming? Would it be a reliable grantee organization to both manage resources and execute the project effectively? Does evidence exist that indicates that the organization can achieve its goals?
2. **Capability.** Does the organization have the (qualified) staff and/or requisite skill sets to implement their summer program as proposed?
3. **Feasibility.** Is the program doable? Are adequate resources, training, staff and/or volunteers, and curriculum in place to provide for a positive summer experience?
4. **Importance.** Simply put, does this proposal support children and youth in a meaningful way and do they ultimately benefit from the program? Are children and youth better off as a result of their experiences with the program?

Qualities of Exemplary Proposals

The most effective proposals are succinct and clear, with summer programs being offered that meet genuine needs with realistic expectations and innovative ideas that keep children and youth engaged, safe, and enriched through their summer program. Capable people are doing the work and meaningful experiences are happening for children and youth as a result. The applicant organization will have allocated sufficient time, money, and staff to execute the summer program effectively – with measurable goals that are continuously evaluated. Additional hallmarks of exemplary proposals may include:

- **Energy.** The proposal reflects urgency, passion, and enthusiasm for your summer program.
- **Expertise.** The proposal's authors know what they are talking about and their plans for their summer program are practical, attainable, and meaningful for children & youth. These plans also acknowledge past and/or concurrent experiences and feedback loops that influence current program design.
- **Commitment.** The proposal reflects that summer programming is one of the organization's ongoing priorities and is not just another project. Additionally, the organization itself is investing its own resources in maintaining and advancing its summer programming work.
- **Clarity.** The proposal is clear about what the organization hopes to do, including core service implementation and evaluation.
- **Collaboration.** The organization has forged alliances with other organizations in order to leverage resources and provide comprehensive and varied summer experiences for children and youth.
- **Representation.** The youth being served have been incorporated into the planning process and partnerships augment their summer experience.
- **Benefit.** The organization is less interested in underwriting its own financial needs than in executing the summer program for the benefit of the children and youth served.
- **Comprehensiveness.** The summer program provides variety, continuous engagement, and well-planned days full of activities that engage youth.
- **Evaluation & Effectiveness.** Well-designed, ongoing evaluation applies practical tools and methodologies that capture and assess measurable outcomes for those served. A commitment to evaluation reflects how an applicant values program quality and measuring its impact – striving to continuously improve to achieve meaningful results for children and youth through summer programming.
- **Value.** Cost is a major barrier to summer program participation – research indicates that a high-quality summer program can cost between \$1,109 and \$2,801. The organization has worked at keeping costs affordable and subsidizing seats so that children and youth who may otherwise lack access can participate.

Common Problems

We rarely see perfect proposals. However, we frequently see similar issues and/or problems when reviewing proposals. Often, imperfections in proposals occur even in those that are successful, however, some are more important when assessing proposals than others. Problems that may be cause for concern include:

1. **Financial information**, typically project budgets, are incomplete or incoherent.
2. **Evaluation plans** are limited, sketchy, or absent.

3. **Staff charged with implementation** lack the skills required to implement the project effectively or the child to staff ratio leads to conditions in which individual engagement becomes rare.
4. **Knowledge of subject matter and/or best practices** is limited and lacking the sophistication required to provide meaningful solutions to the complex problems at hand.
5. **Budget expenditures** are not justified, accurate, or sensible.

In Closing

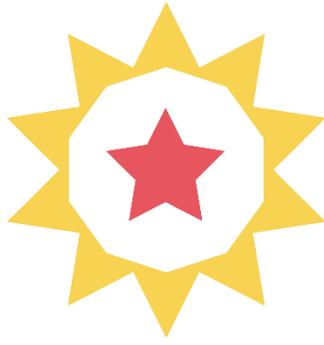
Few, if any, SYPF proposals incorporate all these characteristics into a singular request. However, as SYPF funders we would like to share these broad thoughts with potential applicants to enhance their chances at receiving robust support to provide for high-quality summer programming.

We do, however, encourage all organizations to consider SYPF as **one source** of funding for your summer program. Given the demand for resources versus available funding, SYPF rarely can fully fund a program's budget. Please see the data below indicating demand for resources for summer funding in 2022:

- **Total Applications:** 215
- **Total Amount Requested:** \$4,995,726
- **Total Amount Awarded:** \$3,043,115
- **Average Request to SYPF:** \$23,235
- **Average Award through SYPF:** \$14,154
- **Average Gap in Requested vs. Awarded:** \$9,081

Thank you for your interest in the Summer Youth Program Fund. We are grateful for your service and commitment to the well-being of Marion County's children, youth, and families.





INDY SUMMER YOUTH PROGRAMS

2023 Application Preview

This document includes a preview of the 2023 Summer Youth Program Fund application. It is intended to help applicants prepare their application, not to serve as an actual application.

To be considered for funding, you must complete the online application through CICF's Smart Simple platform. Applications are due at noon on Friday, Oct. 21, 2022. Paper applications or late applications will not be considered.

There are six sections to the application. Many questions are if/then; if you answer yes, then you will be prompted to provide more information. Depending on your answers about program type, some questions may not appear.

For general questions, contact Leah Nahmias at Central Indiana Community Foundation (LeahN@cicf.org). For technical assistance with Smart Simple, contact Hector Morales (HectorMH@cicf.org).

Part I: Organization & Applicant Information

1. Organization Legal Name:
2. DBA:
3. EIN:
4. Address
5. Applicant Name:
6. Applicant Title/Role:
7. Applicant Day-time Phone:
8. Applicant Email:

Part II: Program Overview

1. Program Title
2. What can every child expect to gain who goes through your summer program? In other words, what are the goals at the heart of your program? (100 words max)
3. Program Category

- a. Primary Category (Select One)
 - i. Academic Achievement
 - ii. Arts Enrichment
 - iii. Career Exploration
 - iv. Leadership Development
 - v. Mentorship
 - vi. Recreation
 - vii. Youth Employment
 - viii. Health and Wellness
 - ix. Other (please share below)

- b. Secondary Categories (Select Up to Two)
 - i. Academic Achievement
 - ii. Arts Enrichment
 - iii. Career Exploration
 - iv. Leadership Development
 - v. Mentorship
 - vi. Recreation
 - vii. Youth Employment
 - viii. Health and Wellness
 - ix. Other (please share below)

c. If other, please share:

- 4. Program Start Date:
- 5. Program End Date:
- 6. Total Days Program Will Be Provided:
- 7. Average Number of Program Hours Provided Each Day:
- 8. Total Number of Weeks in a Summer Session:
- 9. Total Number of Summer Sessions Offered:
- 10. What is the program fee per child?
- 11. Are full or partial scholarships available? Y/N
 - a. If yes, please describe the kinds of discounts/scholarships available and how many students typically receive them.
- 12. Is there a discount offered for households sending more than one child to the same program?
- 13. Please provide a short (1-4 paragraphs) description of your summer program. (300 words max)
- 14. Does this program contain faith-based elements? Y/N
 - a. If yes, please describe.
- 15. Does your program encourage and/or assist students and families in registering for the 21st Century Scholars Program and/or meeting its requirements? Y/N
 - a. If yes, please describe.
- 16. Does your program focus on academic achievement? Y/N

- a. If yes, do licensed teachers lead your summer program? Y/N
 - b. If yes, how many hours per week do youth receive academic prep, and what is the nature of the instruction?
17. Is the primary goal of this program to provide youth employment? Y/N
- a. If yes, what are the goals of your youth employment program? If your program is targeted to specific youth, please describe.
 - b. If yes, describe what kinds of employment opportunities are available and how youth are recruited and trained.
 - c. If yes, what is the hourly wage and how many hours/week are youth employed?

Part III: Activities & Outcomes

1. Please describe up to three key activities that take place during your summer program. If you typically offer more than three distinct activities, please choose the three most important.

Program Activity	Goal of Activity	Activity Description	Frequency	Measurement

2. Please indicate which meals your program provides. Check all that apply:
- a. Breakfast
 - b. Lunch
 - c. Snack
3. Does your organization need help connecting to food assistance (e.g., Second Helpings, food banks, etc.) for your summer youth program? Y/N
4. Does your organization provide transportation to/from your site? Y/N
5. Does your organization provide transportation for field trips? Y/N
6. How will you evaluate the outcomes and impact of your summer program?
7. Do you partner with any other organizations to provide your summer program? Y/N
- a. If yes, please share your most important partners and what service or support they provide.

Part IV: Youth Enrollment

1. Please complete the chart below to show demographics of youth participating in your program. Please make your best estimate based on previous enrollment if needed.

Youth	Number

Projected total number of unduplicated 4 to 5 year olds	
Projected total number of unduplicated 6 to 8 year olds	
Projected total number of unduplicated 9 to 11 year olds	
Projected total number of unduplicated 12 to 14 year olds	
Projected total number of unduplicated youth ages 15 or older	
Total number of unduplicated youth served	
Total number of youth expected to reside in Marion County	
Total number of youth expected to qualify for free or reduced lunch	
Total number of youth expected to have a mental or physical disability	
Average number of youth expected daily	

2. Are the majority of your program participants BIPOC (Black, Indigenous and/or People of Color)? Y/N
3. What percentage of your program participants speak English as a second language?

Part V: Staffing

1. What is your staff to youth ratio? If you serve multiple ages, please include staff: youth ratio broken out by age group.
2. Please complete the following table with information about your summer program staff.

Daily Staffing	# of Staff
TOTAL Full-time staff, including certified teachers	
TOTAL Part-time staff, including certified teachers	
Full-time volunteers	
Part-time volunteers	

3. What efforts will you make to recruit and hire summer program staff who reflect the demographics (i.e., race, ethnicity, language, orientation) of the youth you serve?
4. What's the average hourly wage for your full-time summer program staff?

5. What's the average hourly wage for your part-time summer program staff?
6. Did you experience workforce issues in the summer of 2022? If so, what are you changing for 2023 to ensure you are fully staffed?
7. Are any of your staff multi-lingual? Y/N
 - a. If yes, how many?
8. Please indicate which of the following types of training and certification your summer program staff receive. Check all that apply.
 - a. First aid
 - b. Child abuse identification and reporting
 - c. CPR
 - d. Water safety
 - e. Cultural competency and/or Diversity, Equity & Inclusion
 - f. Youth mental health
9. Please list training providers for any of the trainings indicated above.
10. Please list any additional training (and providers) that your summer program staff receive.
11. Does your organization do background checks on all summer program staff? Y/N

Part VI: Budget

1. Please complete the budget table to show the total cost of implementing your summer program.

Category	Anticipated Cost	Notes
Full-time staff salaries, wages and benefits		
Temporary summer staff salaries, wages and benefits		
Program supplies		
Transportation		
Meals and snacks		
Rent, utilities or other costs related to space		
Equipment		
Summer staff training/licensure		
Other		
Other		

TOTAL COST TO IMPLEMENT SUMMER PROGRAM		
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2. Please complete the table to show sources of funding for your summer program, including how your request to SYPF will be allocated.

Category	Funded by SYPF Request	Funded from committed sources (program fees, org. budget, other grants-in-hand)	Funded from other potential sources
Full-time staff salaries, wages and benefits			
Temporary summer staff salaries, wages and benefits			
Program supplies			
Transportation			
Meals and snacks			
Rent, utilities or other costs related to space			
Equipment			
Summer staff training/licensure			
Other			
Other			
TOTAL			

3. How will you adapt or change your program if you don't receive your full SYPF request?