



The Grassroots Fund

FY24 Application Workbook

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Application Opens: February 1, 2024

Application Closes: March 8, 2024

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BCYF Overview

Baltimore Children and Youth Fund, Inc. (“BCYF”) is a 501(c)(3) nonprofit organization that was created as a dedicated fund to support programs for Baltimore’s young people. The concept for the Baltimore Children and Youth Fund (“the Fund”) was launched in 2015 by then-City Council President Bernard “Jack” C. Young in response to the unrest in Baltimore City following the death of Freddie Gray while in police custody, an event that sharply illuminated longstanding inequities in public funding in Black communities. In 2016, the Baltimore City Council and voters approved the Fund to receive an annual appropriation of the assessed value of all property in Baltimore City. Baltimore Children and Youth Fund, Inc. was named the permanent intermediary of the Fund. BCYF is committed to building partnerships that support the ecosystem focused on opportunities for Baltimore youth by providing support to leaders and organizations.

At BCYF we believe....

If we identify and cultivate Black and Brown-led nonprofits in Baltimore and provide them with capacity building, resources, and funding, then we can empower these organizations to address systemic challenges and improve outcomes for children and youth.

If we facilitate bi-lateral learning among these nonprofits, experts, and community stakeholders, then we can foster collective problem-solving and create a supportive community for learning and growth.

If we support these nonprofits in advocating for policy changes and reforms and amplify their voices in engaging with policymakers, then we can work towards systemic change that positively impacts marginalized communities

If we regularly evaluate the outcomes and impact of our efforts and adapt our strategies accordingly, then we can ensure maximum effectiveness and sustainability in our mission to empower Black and Brown-led nonprofits and enhance the lives of children and youth in Baltimore.

Mission, Vision & Values

Mission

The Baltimore Children & Youth Fund builds partnerships that support the ecosystem focused on opportunities for Baltimore youth by providing support to leaders and organizations.

What is the Ecosystem?

Using the term ecosystem reminds us that we find truth and knowledge in the patterns in the natural world that we can apply in social justice movements and liberatory practices.

The ecosystem we envision is an extraordinary interconnected web of physical, psychological, and energetic networks that envelop the vibrant lives of Baltimore's youth, positively shaping their very existence - producing compassionate, resourceful, innovative, and productive humans.

Who is in the Ecosystem?

- Youth-serving organizations and programs, schools, government agencies, teaching artists
- Staff of youth programs
- Youth and adult leaders
- Children and youth
- Families and caregivers
- Community spaces (libraries, houses of worship, community centers)
- Funders
- Arts and cultural institutions
- Advocacy organizations

The work of BCYF is to invest in the people who support the creation and/or sustainment of that ecosystem.

Vision

We envision a more just, creative, and abundant Baltimore where all young people live, thrive, and lead.

We envision an ecosystem of sustainable youth programs with full agency, liberated from the harm of structural racism and inequity, and able to thrive in abundance.

Values

Ubuntu (n.) I am because of who we all are. Ubuntu is the Southern African philosophy that describes the interconnectedness of all people. It emphasizes the idea that an individual's well-being is intricately tied to the well-being of the community. The philosophy promotes humanity, service, sharing, healing, and reconciliation.

In the West, we often greet each other by saying, "How are you doing?" The Maasai people of East Africa greet each other by asking, "How are the children?" This greeting represents the idea that the well-being of the children defines the well-being of the community.

Baltimore Children & Youth Fund aspires to help the whole city of Baltimore embrace and live out the worldview embodied in the Maasai greeting. We firmly believe that the well-being of our children should be a collective responsibility embraced by all.

Racial Justice

We honor and celebrate the cultural resources and assets within the Black and Brown communities in Baltimore City. We acknowledge their history and power. We work to address the role of philanthropy in dismantling structural racism by engaging in internal and external work centering Black and Brown wisdom in our approach.

Intergenerational Leadership

We include youth along with adults in all aspects of our work. Having different generations work together reflects how our entire community must work together to improve the quality of life in our city.

Community Ownership

The community has equal, authentic decision-making power in distributing BCYF's resources. Additionally, the organization must include a variety of people who are highly committed and accountable to the communities they serve. The aspiration to embody our values lies at the core of our organization's mission.

Purpose

BCYF is one of the most unique grantmaking organizations in the United States. Instead of being sustained by private endowments, corporations, and individuals, we are funded by Baltimore City residents, with an annual



appropriation of 3 cents on every \$100 of assessed value of all Baltimore City properties dedicated to BCYF.

BCYF awards grants to organizations that provide programming to thousands of Baltimore's young people, ranging from academic support and science exploration to dance, photography, and more. Unlike traditional philanthropic efforts in Baltimore, BCYF is committed to authentic community engagement. Our strategy, grantmaking priorities, and grant decisions are shaped and led by Baltimore community members and youth leaders.

Through our strategic investments, we strive to resource a future where children and youth throughout the city enjoy access to high-caliber enrichment and learning opportunities, and children and youth programs have the resources they need to serve all our young people.

BCYF provides:

- Direct investment to organizations,
- Investments in infrastructure to allow grassroots organizations to receive funds and thrive,
- Aligned funding, in collaboration with local funders, to create larger grant opportunities, and
- Deep investments in technical assistance and capacity building.

Investment Priorities

BCYF's Investment Priorities were determined through the People's Assembly, held in Spring 2022, where community members shared their experiences and areas of need. The priorities are also strongly grounded in research from the [Nobody Asked Me](#) campaign and the [Wallace Foundation's](#) connected learning initiative.

Priority	Overview	Outcome
Priority 1: Culturally Sustaining	Baltimore's children and youth deserve access to communities that center cultural wealth, learning based on cultures and the identities of learners and the community, and leveraging cultural assets.	Young people have a sustained connection to culture, heritage, and/or community.
Priority 2: Future Forward	Baltimore's children and youth deserve access to resources and opportunities that will prepare them for the future.	Young people are connected to careers, relationships, and futures that are meaningful and linked to their interests.
Priority 3: Doing Well by Doing	Baltimore's children and youth deserve access to resources that support their social and emotional needs and overall well-being.	Young people feel that their social and emotional needs are met through their experiences.
Priority 4: Youth Voice	Baltimore's children and youth deserve equitable access to platforms that will allow them to develop their perspectives and leadership abilities and amplify their voices.	Young people's voices are valued in ways that change their communities.
Priority 5: Networked	Baltimore's children and youth deserve equitable access to opportunities that embed and expand learning in social networks that include youth, family, and facilitators.	Young people have access to more expansive networks and communities beyond one program.

About the Grassroots Fund - Frequently Asked Questions

The BCYF Grassroots Fund addresses traditional gaps in Baltimore’s funding landscape by providing funding for grassroots, Baltimore-based, youth-serving organizations to support an organization’s overall mission. In addition to financial support, organizations awarded a grant from the Grassroots Fund will also receive rigorous capacity-building support to help them sustain and grow. The 2024 grant cycle will accept and review all applications from eligible organizations.

BCYF will also provide robust pre-application technical assistance for applicants. The schedule of events for pre-application technical assistance can be found at <https://bcyfund.org/2024grf>.

The Grassroots Fund will award five-year grants in the amount of \$50,000 per year to a select number of eligible organizations. A breakdown of the disbursement schedule and requirements can be found in the [Grantee Reporting Requirements one-pager](#). Operating on a five-year grant cycle allows BCYF to invest in building the capacity of its grantees, which positions organizations for success beyond BCYF funding.

For this application, grassroots organizations are defined as community-accountable organizations with an annual operating budget of \$350,000 or less.

Additionally, BCYF commits to upholding racial equity as a core guiding principle in its operations, and will prioritize organizations led by Black and Brown people.

What types of programs will the Grassroots Fund Support?

Successful grantees will:

- Implement programs that address the needs and interests of Baltimore City children, youth, and young adults, identified by youth and community leaders.
- Actively support authentic youth leadership in designing, implementing, assessing, overseeing, and leading those programs.
- Prioritize and support (with finances and/or other resources) equitable partnerships and collaborations with young people and adults who

serve children and youth and have successful track records of working at the grassroots/neighborhood level to support them.

- Meet the Fund's reporting requirements for programs and their finances, and share data, performance and outcome measures, and other key information to help BCYF assess the impact of the programs it supports including but not limited to monthly expense reports, quarterly narrative reports, and annual budget.

What type of award is the Grassroots Fund?

BCYF will provide this funding in the form of five-year grants in the amount of \$50,000 per year.

BCYF plans to award grants to approximately twelve organizations in the 2024 grant cycle. In administering this grant, BCYF may change the number of grants awarded depending on the quantity and quality of the submitted applications and on a range of equity considerations, such as equitable distribution of funds and resources across geography, age, and target population. Grant awards will be made only to the extent that funds are available.

What are eligible program expenses?

BCYF seeks to provide each organization with maximum discretion and flexibility to utilize public funding while serving Baltimore City youth and young adults. We are providing this information to support grantees in meeting the requirements of managing public funds; private funds may have less restrictive requirements. This Allowable Cost Reference Guide is a list of allowable and unallowable costs for the BCYF grant. When deciding if an expense is allowable, the main question to ask is **"Does this expense DIRECTLY support the goals of the grant?"** Please review the Allowable Cost Reference Guide [here](#).

For the majority of expenses, you should be prepared to submit, at minimum an invoice, receipt, and/or proof of payment should you be awarded funds. Further information will be provided if you are awarded funds.

Below is a brief description of various ways proof of payment should be documented and presented:

- Checks
- Mobile Payments
- Bill.com or other bill payment or batch payment service

Documentation should include who was paid, the amount, and date and be accompanied by a bank or credit card statement showing the transaction.

During what time-period will the Grassroots Fund support our work?

The grant period will begin on September 1, 2024 and is a five-year grant.

Award recipients should anticipate spending all grant funds appropriately during this period while demonstrating full transparency and accountability for all expenditures.

Who can apply for funding?

To be eligible for this grant, your organization must fulfill the following criteria:

- ...is Baltimore City-based and serves children and youth ages 24 years and under;
- ...is a Maryland 501(c)(3) organization or has a confirmed Fiscal Sponsorship.
- ...has an organizational budget of \$350,000 or less;
- ...has been in existence for at least one year;
- ...has at least one year of experience running youth programs;
- ...and 51% or more of its employees are Baltimore City residents.

If the City has negatively cited the applicant organization for mismanagement of a previous City contract, this will have a bearing on whether the organization receives assistance from BCYF.

Guidance for Prospective Applicants with 501(c)(3) Status:

This competitive process is open to organizations with an official not-for-profit designation as shown by incorporation in the State of Maryland (the State) and Federal 501(c)(3) tax-exempt designation. Organizations must present their most recent Form 990 and a Maryland Good Standing Certificate (from the Maryland State Department of Assessments and Taxation) at the time of application.

Guidance for Prospective Applicants without 501(c)(3) Status:

Organizations and programs without a Federal 501(c)(3) tax-exempt

designation may also apply by using a fiscal sponsor to secure grant funding. If your organization or program uses a fiscal sponsor, please provide a letter of support from the sponsor (with the fiscal sponsor's most recent 990 attached) and the sponsor's Maryland Good Standing Certificate (from the Maryland State Department of Assessments and Taxation) at the time of application. The applicant must secure a fiscal sponsor at the time of application submission to be eligible for grant review and award.

Sample Forms:

- [Maryland Good Standing Certificate](#)
- [Form 990](#)
 - Filed by organizations with gross receipts **more than \$200,000.**
- [Form 990-EZ](#)
 - Filed by organizations with gross receipts **between \$50,000 and \$200,000.**
- [Form 990-N](#)
 - Filed by organizations with gross receipts **less than \$50,000.**

What will the Grassroots Fund require me to do as a grantee?

Decision Communications

Successful applicants will receive a grant award letter with an invitation to attend the mandatory New Grantee Orientation. Within one week of grant award letters being sent out, Program Officers will call their grantees for a congratulatory phone call.

Contracting & First Disbursements

Following orientation, grantees will be asked to complete the requirements for their first payment. The disbursement schedule for year one funding will be broken into three (3) payments - Payment 1a (25%), Payment 1b (25%), and Payment 2 (50%). The requirements for Payment 2 and beyond are aligned with the [Grant Performance Period](#).

To receive Payment 1a (25% of the annual award amount), grantees are asked to complete the following:

1. Attend the mandatory New Grantee Orientation
2. Acknowledge the Grants Manual
3. Complete the Organizational Assessment
4. Submit a W9 and Automated Clearing House (ACH) Form

5. Submit Annual Program Budget

Upon completion of the above requirements, the grantee will receive their Grant Agreement. Once their Grant Agreement is signed, they will receive Payment 1a.

To receive Payment 1b (25% of the annual award amount), grantees are asked to complete the following:

- Complete the Baltimore City Local Hiring Law Employment Analysis Form from the Mayor's Office of Employment Development (MOED)
- Submit Certificates of Insurance for all required Insurance coverage
 - Please view the BCYF Insurance Requirements [here](#)
- Submit the signed Annual Criminal History Record Check attestation form
- Meet the Financial Compliance Requirements, including the initial 1:1 Financial Technical Assistance (FTA) meeting*

*Only grantees who have been identified as requiring FTA must complete the 1:1 meeting requirement. These grantees will be notified of this requirement in writing from BCYF.

Grant Performance Period

During the grant period, all grantees are responsible for maintaining the following requirements:

- Maintain Reporting and Recordkeeping Compliance and Monitoring to include:
 - Monthly Financial Expense Reports submitted no later than the 25th of each month with the appropriate supporting documentation
 - Complete Quarterly Programming Reports
 - Host BCYF staff for annual site visits and check-in calls
- Complete Monthly Staffing Reports with the Mayor's Office of Employment Development (MOED) by the 5th of each month
- Submit Annual Grant Award Budget
- Maintain up-to-date insurance, financial compliance, and criminal

history record checks.

Grantees are responsible for submitting financial reports, receipts, quarterly programming reports, and other documentation as required by BCYF. All reports will be submitted via BCYF's online grant portal, and all other requirements shall be submitted to BCYF via electronic communication at such electronic addresses provided by BCYF.

It is also recommended that grantees attend annual grantee convenings and capacity-building offerings to support networking and collaborating amongst grantees. Grantees are expected to be responsive to all communication from their assigned Program Officer.

For a quick view of the disbursement schedule and requirements for each, please refer to the [Grantee Reporting Requirements one-pager](#).

How do I apply for funding? When is my proposal due?

The application will be open from February 1, 2024 to March 8, 2024.

You will find the online application for funding at the [2024 Grassroots Fund webpage](#). You must submit your proposal and supporting documents through this **online application**. BCYF will **not** accept applications by mail or hand delivery. If you have any barriers that may hinder your ability to complete your online application, please email gmta@bcyfund.org.

You are responsible for ensuring that your submitted application is complete and provides all the required information and documentation.

You may find it helpful to assemble a team and start drafting your proposal early. Allow time to check (and double-check) your proposal for completeness, clarity, and correctness (including spelling and grammar).

We will also host Pre-Application Technical Assistance sessions from January to March to support your application development. A complete list of all sessions that will be offered, as well as registration information, can be found at the [2024 Grassroots Fund webpage](#).

Finally, please review and use the Application Toolkit to help you with your proposal. The Application Toolkit can be found at the [2024 Grassroots Fund webpage](#).

BCYF will disqualify any incomplete proposal. Incomplete proposals will not be submitted for consideration to the Community Grant Reviewers. Please follow the guidance provided to ensure that your application fully responds to the requirements and may therefore be considered by the Community Grant Reviewers.

You must submit your completed application by 5:00 p.m. on Friday, March 8, 2024. **The Fund will not accept paper applications or late submissions.**

What must I include in my proposal?

Please see the Application, found [here](#), to guide you in preparing your proposal.

How will my proposal be evaluated?

Complete proposals submitted by 5:00 p.m. on Friday, March 8, 2024 will go to the Community Grant Reviewers, an independent committee of community members. The Community Grant Reviewers will use the Grassroots Fund rubric to assess your proposal. The panel will be comprised of a diverse representation of Baltimore City residents selected through a competitive process.

Will BCYF cover the cost of preparing this proposal?

As an applicant, you are solely responsible for the costs of developing, preparing, and submitting your proposal. BCYF will not provide reimbursement for such costs. BCYF does provide pre-application technical assistance, at no cost to applicants.

What should I do if I need to make changes to my submitted proposal?

Applicants will not be permitted to revise or resubmit proposals once they have been submitted. Proposals may be edited prior to submission. Be sure to save your proposal progress while you are working. Organizations may only submit **one** application. Please leave yourself enough time to proofread and edit your proposal multiple times before submitting your proposal.

Will members of the public see my proposal?

Possibly. If you submit a proposal, please be advised that documents in the

possession of BCYF are considered public records and subject to disclosure under the Maryland Public Information Act. That means that people can ask to see these records and BCYF must release them.

When will I know if my proposal is being funded?

All applicants will receive a notification of the status of their application by email in August 2024. If awarded funding, you will be asked to review the Grants Manual. Please review the manual thoroughly to ensure you understand and are aware of the grant requirements and disbursement guidelines before accepting your award.

What if I need assistance before assembling or submitting my application?

Technical Assistance at BCYF is the process of providing targeted support to people and organizations to develop specialized skills, access relevant resources, and strengthen their networks.

BCYF aims to shift the dynamics of grantmaking by empowering communities, uplifting youth voices, and strengthening grantee organizational capacity to ensure the delivery of equitable and effective programming to our youth. This challenges the traditional and historically harmful power dynamics of the philanthropic sector.

All technical assistance programs at BCYF aim to increase agency for local changemakers by equipping them with the resources, networks, and skills to lead the development of their organizations and communities.

The BCYF approach:

- Connect with local changemakers.
- Nurture the capacity of leaders and organizations by eliminating access barriers.
- Amplifying the work of BCYF grantee partners.
- Foster a community that is rooted in abundance, joy, and collaboration.

Potential applicants can select from a range of pre-application technical assistance. Support topics include:



- Developing an organization's mission, vision, and values
- Program design
- Effective collaboration and partnerships
- Completing the 990 form and program outcomes
- Grant writing basics
- Application support
- Technology support

Support is provided in large groups and 1-on-1, and both virtually and in person.

To view the full 2024 Grassroots Fund TA schedule and register for events, please visit the [BCYF 2024 Grassroots Fund webpage](#).

What is the timeline for this grant?

Date	Event
January 25, 2024	The FY24 Grassroots Fund grant cycle will kick off with the Grassroots Fund Kick-Off Webinar. The Application Toolkit will be published, which contains a workbook version of the Grassroots Fund Application. Applicants can begin to prepare their application in their workbook.
January 2024 - March 2024	Pre-Application Technical Assistance is available to all potential applicants.
February 1, 2024	The application opens for submissions. Applicants can copy and paste their responses from their Application Workbook into the online application.
March 8, 2024	Grant Application closes at 5:00 p.m.
August 2024	Decision notifications sent to all applicants.
September 1, 2024 - August 31, 2029	Five-year grant performance period.

NOTICE:

This form is a copy of the 2024 Application for the Grassroots Fund. You may use this form to prepare your application. Please note that this application is to be used for reference and preparation purposes **only**. To submit your application, please go to the [BCYF 2024 Grassroots Fund webpage](#).

Grant Application

Eligibility Quiz

Please complete this form, which will help us determine your eligibility for the grant application. BCYF does not provide unrestricted funding. BCYF funds can only be used to support programming that is Baltimore City-based and youth-centered.

*******Please note that CURRENT BCYF Grantees are ineligible to apply, unless your grant term ends on 8/31/2024.*******

*** CURRENT Grantees: Grassroots Fund, President's Fund, Community Accountable Organization Fund, and Aligned Grantmaking Fund Grantees***

An asterisk after a question means an answer is required in order to submit your application.

Email Address*

Organization Name*

- Are you a Baltimore City-based, youth-centered (ages 24 and below) program or organization?*
- Is your organization a non-profit 501c(3) or fiscally-sponsored?*
- Does your organization have an annual operating budget of \$350,000 or less?*
- Are you an organization with 51% or more employees being Baltimore City residents?*
- Has your organization been in existence for at least one year?*
- Does your organization have at least one year of experience running youth programs?*

Section I: The Organization

Question:

Attachments (these will be uploaded at the end of your application)

- If you are **not** Fiscally Sponsored, please submit your Organization's IRS Determination Letter
- If you **are** Fiscally Sponsored, please submit your Fiscal sponsorship agreement and Fiscal Sponsor's IRS Determination Letter
- Organization Budgets: Last Fiscal Year, This Fiscal Year, Next Fiscal Year
 - *Note: A fiscal year is a one-year period that a company uses for financial accounting, budgeting, and measuring financial performance. Some companies choose to match their fiscal year with the calendar year (ending December 31) and some choose a non-calendar year (ending June 30 or October 31)..*
- Most recent 990 submitted to the IRS
- Maryland Good Standing Certificate
- Financial Review for organizations with budgets between \$300,000 and \$749,999
- Proposed Year One Grant Award Budget
 - Provide a \$50,000 budget detailing how you would spend funds in the first year of this multi-year grant. You may use this Budget Expense [Template](#) to prepare your responses.

Organization Name:

Organization Status:

- Are you a 501(c)(3) Organization?
 - Yes or No
- Are you applying for this grant using a fiscal sponsor?
 - Yes or No

If Fiscal Sponsor,

- Add Fiscal Sponsor Name, Contact Person, Email, Phone, and Mailing Address

Organization Mailing Address

- a. Street Number and Street Name:
- b. Suite Number (if applicable):

Question:

- c. City:
- d. State:
- e. Zip Code:

Is this a Residential Address?

Phone Number:

Website:

Tax ID:

Note: If you are fiscally sponsored, please provide your fiscal sponsor's tax ID.

Total operating budget for the organization:

Provide the budget for the entire organization. If applying with a fiscal sponsor, provide the budget for your program, not your fiscal sponsor's budget.

Organizational Contact

Who at the organization is the primary point of contact?

- Name:
- Email:
- Phone:
- Title:

Grant Proposal Contact Person Information

Who is responsible for answering questions concerning this application?

- Name:
- Email:
- Phone:

Question:

- Title:

Racial Demographics (select all that apply):

- Organization Leader
- Board
 - If you are fiscally sponsored, do you have a board for your organization or program?
 - Yes
 - No
 - Total number of board members:
 - Number of board members who make up the following race
 - African
 - American Indian/Native American/Indigenous/First Nation/Alaska Native
 - Black/African American
 - East Asian/East Asian American
 - Indigenous Peoples from outside the US
 - Latino/a/x/Hispanic/Latin American
 - Middle Eastern/Arab American/SWANA
 - Native Hawaiian/Pacific Islander/Polynesian
 - South Asian/South Asian American
 - Southeast Asian/Southeast Asian American
 - White/Caucasian/European American
 - Prefer not to say
 - Other (Prefer to self-describe)
- Staff
 - Total number of staff members:
 - Number of staff members who make up the following race:
 - African
 - American Indian/Native American/Indigenous/First Nation/Alaska Native
 - Black/African American
 - East Asian/East Asian American
 - Indigenous Peoples from outside the US
 - Latino/a/x/Hispanic/Latin American
 - Middle Eastern/Arab American/SWANA
 - Native Hawaiian/Pacific Islander/Polynesian

Question:

- South Asian/South Asian American
- Southeast Asian/Southeast Asian American
- White/Caucasian/European American
- Prefer not to say
- Other (Prefer to self-describe)

Section II: The Youth Programming

Question:	Tell us about the youth programming that will take place during the grant period.
<p>“We envision a Baltimore where X[vision statement], so we Y[mission statement] while centering Z [values].”</p>	<p>Sample response:</p> <p>We envision a Baltimore where children and youth throughout the city enjoy access to high-caliber enrichment and learning opportunities, and children and youth programs have the resources they need to serve all our young people equitably,</p> <p>so we steward public funds to ensure our children and youth are healthy, ready to succeed in school, and live in stable, safe, and supportive families and communities</p> <p>while centering racial equity, intergenerational leadership, community ownership, and collective decision-making.</p>
<p>Tell us about your program’s history. How did the program start and how has it grown over time? (short response; 300-word limit)</p>	
<p>Choose one BCYF priority area. How does your work advance the Priority Area you chose above? (short response; 300-word limit)</p>	<p>1. Culturally Sustaining: cultures and identities of learners and community; leverages cultural assets---->OUTCOME</p>

Question:	Tell us about the youth programming that will take place during the grant period.
	<p><u>Sustained connection to culture, heritage, or community</u></p> <ol style="list-style-type: none"> 2. Future Forward: prepares or involves youth in the workforce and/or civic participation; leverages youth interest—>OUTCOME <u>Connection to careers, relationships, and futures that are meaningful and linked to youth interests</u> 3. Doing Well by Doing: provides holistic benefits; supports mental health and overall well-being; explicitly responds to social-emotional needs---->OUTCOME <u>Young people feel that their social and emotional needs are met through their experiences.</u> 4. Youth Voice: provides a platform for youth to develop their perspectives, leadership abilities, and voice; leverages youth perspective---->OUTCOME <u>Young peoples' voices are counted in ways that change their communities</u> 5. Networked: embeds and expands learning in social networks that include youth, family, and facilitators; leverages existing connections-->OUTCOME <u>More expansive networks and communities beyond one program</u>
<p>How do you plan to measure your success for this outcome? Please provide three examples of data you will collect to measure your program's success. (short response; 300-word limit)</p>	

Question:	Tell us about the youth participants in your program.
# of Youth Participants	
Age Range of Youth Participants (select all that apply)	<ul style="list-style-type: none"> ● Ages 0-3 ● Ages 4-6 ● Ages 7-10 ● Ages 11-13 ● Ages 14-18 ● Ages 19-21 ● Ages 22-24
Where do these young people live? (Select all that apply)	<p>See below for a list of regions:</p> <ul style="list-style-type: none"> ● North Baltimore ● Northeast Baltimore ● East Baltimore ● West Baltimore ● Northwest Baltimore ● Central Baltimore ● South Baltimore ● Southeast Baltimore ● Southwest Baltimore
Please enter your zip code and add a row for additional locations.	
What is the primary specific population that your program recruits and serves? (select all that apply)	<ul style="list-style-type: none"> ● Specific Interests [describe] ● Black and Brown Youth ● Youth with Disabilities ● Youth Experiencing Homelessness ● Carceral System-Involved Youth

Question:	Tell us about the youth participants in your program.
	<ul style="list-style-type: none">• Youth in the Foster Care System• LGBTQ+ Youth• Girls/female-identifying Participants• Boys/male-identifying Participants• Opportunity Youth (out-of-school and out-of-work youth aged 16-24)• Young Parents (under 24 years old)• Newcomer and Refugee Youth• Intergenerational Learning• Specific Age Group [describe]• Specific Neighborhood or Region• Other [describe]

Question:	What are your programming outputs?
In what month and year did your youth programming begin?	
How many youth programs does your organization operate?	
How many programming sites do you have?	<ul style="list-style-type: none"> ● 0 ● 1 ● 2 ● 3 ● 4 ● 5-10 ● 10+
How is your program delivered? (select all that apply)	<ul style="list-style-type: none"> ● In-Person ● Virtual ● Hybrid
Where does your programming take place?	<p>See below for a list of regions:</p> <ul style="list-style-type: none"> ● North Baltimore ● Northeast Baltimore ● East Baltimore ● West Baltimore ● Northwest Baltimore ● Central Baltimore ● South Baltimore ● Southeast Baltimore ● Southwest Baltimore
Please enter your zip code and add a row for additional locations.	
What is the frequency of your program? (select all that apply)	<ul style="list-style-type: none"> ● One Time event

	<ul style="list-style-type: none"> ● Daily ● Weekly ● Bi-weekly ● Monthly ● Bi-monthly ● Semi-Annually ● Annually ● 4-6 months ● 7-11 months ● Year round
<p>At what times are your programs delivered? (select all that apply)</p>	<ul style="list-style-type: none"> ● Out of School Time ● During the School Day
<p>How many months of the year does your programming run?</p>	<ul style="list-style-type: none"> ● Less than one month ● 1-3 months ● 4-6 months ● 7-11 months ● All year
<p>During what months does your programming run? (Select all that apply)</p>	<ul style="list-style-type: none"> ● January ● February ● March ● April ● May ● June ● July ● August ● September ● October ● November ● December
<p>How many program hours do you deliver per year? Use the typical amount of programming for each</p>	

month to get an estimate for the hours of direct contact with youth for all 12 months of the year.

Question:	Scope of Work: Please answer the following about your program activities
Who is participating? (short answer; 300-word limit)	
What will they be doing? (short answer; 300-word limit)	
Where will activities happen? (short answer; 300-word limit)	
When will activities happen? Please provide a timeline. (short answer; 300-word limit)	
What are the expected outcomes for youth participants, and how will your participants grow through this program? (500-word limit)	

Question:	Scope of Work: Please answer the following about your program activities
How will you know this has happened? (500-word limit)	
How do you plan to use the grant funds? (500-word limit)	

FY24 Application Scoring Rubric

Measure	Application Question	Rubric	Score			
			3	2	1	0
Justification	Choose one BCYF Priority Area. How does your work advance the selected Priority Area? Short Text Responses; 300 words or less	Does the work address the selected priority area and outcome in clear and impactful ways?	Yes, the work clearly addresses the selected priority area and outcome in impactful ways.	The work somewhat addresses the selected priority area and outcome in clear and impactful ways.	The outcome(s) barely addresses the priority area and outcome.	No, the grant proposal does not address the selected priority area.
Success Measures	How do you plan to measure your success for this outcome? 300 words or less	Is there a clear picture of how success will be measured and the data that will be collected and used to demonstrate the degree to which the selected outcome is met?	Yes, there is a clear picture of how success will be measured and the data that will be collected and used to demonstrate the degree to which the selected outcome is met.	There is an understanding of anticipated success but the proposal lacks some details about data to be collected.	Success is difficult to ascertain or inappropriate methods.	No, the measures of success are missing or unusable.
Feasibility	Scope of Work: Program Activities Short Text Responses; 500 words or less	Do the project activities, participants, and timeline align with	Yes, project activities, participants, and timeline align with	There are some, but not many deficiencies or overestimations in	Outcomes seem unlikely to be achieved in the project's current form because of	No, there is not enough information about the project activities, participants or timeline

	<ul style="list-style-type: none"> • Who is participating? • What will they be doing? • Where will it happen? • When will activities happen?: Provide a timeline • How do you plan to use the grant funds? 	project description and outcomes.	project description and outcomes.	personnel, timeline, but the outcomes appear achievable.	concerns about the project's participants, activities, or timeline.	to gauge feasibility.
Relationship to Organization, Vision, Mission, and Values	What are the expected outcomes for youth participants? Please describe the ways in which you think your participants will grow through this program. How will you know this has happened? 500 words or less.	Do the project outcomes and activities align with organization's vision, mission, and values.	Yes, the project outcomes and activities align with organization's vision, mission, and values.	Project outcomes or activities align with two of the organization's vision, mission, or values, but not all three.	Project outcomes or activities align with only one of the organization's vision, mission, or values.	No, there is no explicit relationship between any project elements and the organization's vision, mission, or values.