

2021 YOUTH DEVELOPMENT FUND REQUEST FOR PROPOSALS

Mayor Martin J. Walsh, the Office of Health and Human Services (HHS) and the Office of Public Safety (OPS) are pleased to announce applications are now being accepted for the **2021 Youth Development Fund**. The Youth Development Fund (YDF) will focus on two funding priorities:

1. Violence Prevention- Youth Development programs with an intentional focus on violence prevention.
2. Continuum Support- Youth and young adult programs that fill current needs in violence prevention, intervention or response services, as identified by the City of Boston.

This year, Mayor Walsh increased the Youth Development Fund by 100%, allocating a total of **\$1,000,000** to support the priorities identified by our community partners, key stakeholders and City staff working with youth and young adults. Through this RFP, the YDF will award \$925,000 to nonprofits across the city. No more than 25 nonprofits will be selected to receive funding and the awards will vary in size. Applicants may request up to \$100,000. No matching funds are required.

Non-profit youth-serving organizations and those using eligible fiscal agents are invited to apply for an award. Please read the eligibility and program requirements carefully as the grant design, priorities and applicant eligibility of the Youth Development Fund have been significantly modified from past years. As always, the City of Boston will make an effort to be deliberate and intentional with giving in the Boston community, and will look closely at which programs align with the unique needs of the community.

Priority 1: *Violence Prevention*

The Violence Prevention funding priority aims to increase the number and variety of youth development programs *intentionally* contributing to metrics that prevent youth and young adult violence in the community. The focus of these funds is non profit organizations that serve Boston youth and young adults, ages 10-24.

This YDF priority will support efforts focused on direct activities, programs and policies intended to prevent youth and young adult violence year round. Programs implementing evidence-based prevention strategies intended to shape individual behaviors as well as relationship, community, and societal factors, that influence risk and protective factors for

violence will be prioritized. Examples of evidence-based Youth Violence Prevention strategies include but are not limited to:

- Strengthen youth's skills
- Connect youth to caring adults and activities
- Create protective community environments
- Intervene to lessen harms and prevent future risk

Priority 2: *Continuum Support*

This funding priority is designed to fill current needs and gaps in violence prevention, intervention or response services for youth and young adults, as identified by the coordinated, cross-departmental efforts of the City of Boston. Funding will support nonprofit organizations whose activities and services address the current needs in the city's youth and young adult violence prevention continuum. In FY21, these identified continuum gaps and needs are:

1. Services for youth and young adults up to age 30 that address unmet needs created by or directly related to COVID-19.
2. Case management or supportive services for school-age youth ages 13-18 who are DYS-involved or high-risk for gang involvement due to history of neighborhood or family gang activity.
3. Programs aimed at mitigating or preventing use of social media by youth and young adults to incite or promote violence focused on ages 18 to 30.

YDF Applicant Eligibility Criteria

Applicants must meet all of the following eligibility criteria:

- Applicants or designated fiscal agents must be a non-profit 501(c)3 tax-exempt organization.
- Fiscal agents may only serve as a fiscal agent for one 2021 Youth Development Fund application.
- Applicants may only apply for programs that run on an ongoing basis throughout the year. Funding will NOT be available for one-time events.
- Programs and services must serve Boston youth and/or young adults.
- Programs must be free or low cost for participants.

YDF Award Recipient Requirements

If selected, the following will be required:

- Programs must be currently in operation or starting no later than November 30 and run through June 30, 2021. Programs that continue through the summer months are encouraged to include support for summer programming, in addition to school-year funding, in the same application.
- Award recipients will be required to attend three meetings, including an Awardees Orientation and two Convenings.
- Award recipients must be willing to comply with program site visits from HHS and OPS representatives, when possible.
- Award recipients must submit two financial and programmatic reports: a Midterm Report on March 17, 2021 and a Final Report by July 30, 2021. The format for these will be provided by the Mayor's Office of Health & Human Services.

YDF Timeline & Process

Task	Due Date
RFP Posted/Release Date	Tuesday, October 20, 2020
Questions submitted to YouthDevelopmentFund@Boston.gov by 5:00 PM	Friday, October 23, 2020
Answers posted by 5:00 PM at boston.gov/health-and-human-services/2021-youth-development-fund	Monday, October 26, 2020
Proposals due by 5:00 PM online at http://bit.ly/HHSYouthDevFund	Monday, November 9, 2020
Review Period	November 10- November 20, 2020
Send out Notifications to Award Recipients	Monday, November 23, 2020
Awardees Orientation	Tuesday, December 1, 2020
70% of award funding released to recipients	December 2020
Winter Convening	February 2021

Midterm Report Due	Wednesday, March 17, 2021
Spring Convening	April 2021
Remaining 30% of award funding released to recipients, contingent upon receiving Midterm Report	April 2021
Final Report Due	July 30, 2021

YDF Application Process

All applications **must be submitted online at** <http://bit.ly/HHSYouthDevFund>

1. Application Eligibility Requirements

- a. Is your organization classified as a non-profit 501(c)3 tax exempt organization (or have an acting fiscal sponsor)? Y/N
- b. Is your organization located in the City of Boston? Y/N
- c. Does your program run on an ongoing basis? Y/N

A “No” answer on any of the above questions will result in the ineligibility status of your program to receive this funding and your application process will end.

2. Organizational Information

- a. Legal Name of Applicant Organization
- b. Executive Director/ President
- c. Organization Street Address
- d. Organization Zip Code
- e. Organization website/ URL
- f. Organizational mission statement (50 words or less)
- g. Description of the organization: Organization’s history, goals and objectives, programs and services, and organizational structure. (300 words or less)
- h. Brief overview of population served (25 words or less)
- i. Total FY20 Organizational Budget

- j. Is your organization classified as a non-profit 501(c)(3) tax exempt organization?
 - i. If yes, provide EIN #
 - ii. If no, provide:
 - 1. Fiscal sponsor organization name
 - 2. Fiscal sponsor organization address
 - 3. Fiscal sponsor organization EIN #
 - 4. Fiscal sponsor organization contact person's name
 - 5. Fiscal sponsor organization contact person's email
 - 6. Fiscal sponsor organization contact person's phone number

3. Program Information

- a. Program/Project Name
- b. Program Contact (if awarded funding, this person be primary contact with HHS)
- c. Phone number
- d. Email
- e. Program address/ location (where grant funded activities will take place)
- f. Program participant fees charged and frequency, if any (i.e. weekly, monthly, or once for entire program)

4. Program Description: *Violence Prevention Applicant Questions ONLY*

- a. Select which best describes the structure of the program:
 - i. Fully remote Drop-In/ Open Access
 - ii. Fully remote Enrollment/ Roster Program
 - iii. Hybrid (partially remote) Drop-In/ Open Access
 - iv. Hybrid (partially remote) Enrollment/ Roster Program
- b. Please indicate the neighborhood(s) in which your program will PRIMARILY operate:
 - i. Allston/Brighton
 - ii. Charlestown
 - iii. Chinatown

- iv. Dorchester
- v. East Boston
- vi. Hyde Park
- vii. Jamaica Plain
- viii. Mattapan
- ix. Mission Hill
- x. North End
- xi. Roslindale
- xii. Roxbury
- xiii. South Boston
- xiv. South End
- xv. West Roxbury

c. Please select the category that BEST describes the primary area of focus of the program for which you are seeking funding. Only select one:

- i. Arts and Culture
- ii. College Preparedness/ Academic Achievement
- iii. Workforce Development/ Career Exploration
- iv. Environmental Education/ Environmental Justice
- v. Social Justice/ Activism/ Civic Leadership/ Youth Leadership Development
- vi. LGBTQ Programming
- vii. Mentoring Programming
- viii. STEM
- ix. Entrepreneurship
- x. Social Work/ Case management/ Wraparound Support Services for youth
- xi. Sports, Fitness, Recreation & Health
- xii. Substance Abuse Prevention

d. Please select additional description categories that may apply to the program. You may select more than one or none:

- i. Youth Substance Abuse prevention
 - ii. Trauma-informed approach
 - iii. Civic Engagement
 - iv. Mentoring
 - v. Family Engagement
 - vi. Meaningful Youth Employment
 - vii. COVID response/ COVID recovery services
 - viii. Focus on gender inequity/ Gender specific program
 - ix. Primarily serves youth with disabilities
 - x. Primarily serves immigrant and refugee youth
- e. Select which best describes the program's violence prevention strategy or approach. Please select one.
 - i. Strengthen youth's skills
 - ii. Connect youth to caring adults and activities
 - iii. Create protective community environments
 - iv. Intervene to lessen harms and prevent future risk
 - v. Other (Specify):
- f. Primary age range(s) to be served by this program:
 - i. 10-13
 - ii. 13-18
 - iii. 18-24
- g. Describe the program or project for which you are seeking funding. Include the specific youth and/or young adult need this program addresses and the target population (ages, neighborhood, demographics).
- h. What is the program and staff capacity (# of youth enrolled/served, FTE, volunteers, etc)? Please share demographic information, if available.
- i. Describe the organization's background and history working with the youth population this program aims to serve and/or engage.

- j. What is the outreach strategy for your program to enroll participants?

4. Program Description: *Continuum Support Applicant Questions ONLY*

- a. Select the identified service gap the program will address:
 - i. Services for youth and young adults up to age 30 that address unmet needs created by or directly related to COVID-19.
 - ii. Case management or supportive services for school-age youth ages 13-18 who are DYS-involved or high-risk for gang involvement due to history of neighborhood or family gang activity.
 - iii. Programs aimed at mitigating or preventing use of social media by youth and young adults to incite or promote violence focused on ages 18 to 30.
- b. Select which best describes the structure of the program:
 - i. Fully remote Drop-In/ Open Access
 - ii. Fully remote Enrollment/ Roster Program
 - iii. Hybrid (partially remote) Drop-In/ Open Access
 - iv. Hybrid (partially remote) Enrollment/ Roster Program
 - v. Other: Specify
- c. Please indicate the neighborhood(s) in which your program will PRIMARILY operate:
 - i. Allston/Brighton
 - ii. Charlestown
 - iii. Chinatown
 - iv. Dorchester
 - v. East Boston
 - vi. Hyde Park
 - vii. Jamaica Plain
 - viii. Mattapan
 - ix. Mission Hill

- x. North End
 - xi. Roslindale
 - xii. Roxbury
 - xiii. South Boston
 - xiv. South End
 - xv. West Roxbury
- d. Select the primary age range to be served by this program:
- i. 13-18
 - ii. 18-30
 - iii. Up to age 30
 - iv. Other: Specify
- e. Describe in detail the program or services for which you are seeking *Continuum Support* funding. Include the target population (ages, neighborhood, demographics).
- f. Describe the organization's background and history working with the youth population this program aims to serve and/or engage. Include any history and evidence of success in this particular continuum gap area.
- g. How is your organization uniquely suited to provide this service or operate this program?
- h. What is the program and staff capacity (# of youth enrolled/served, FTE, volunteers, etc)? Please share demographic information, if available.
- i. What is the outreach strategy for your program to enroll or engage participants?
- j. The *Continuum Support* priorities are gaps identified by City Of Boston key programs and community partners. Please explain in detail any organizational partnerships or history of working with City of Boston departments, programs or initiatives relevant to this work.
- k. Please list any community or institutional partners who will provide support or be involved in a significant way. Who are the entities and what is their role?

5. Success Criteria and Measurable Impact

- a. State the goals and intended outcomes of the program, including how the program

model or approach will contribute to the prevention of violence. Include program Theory Of Change or Logic Model, if available.

- b. Program metrics and evaluation tool(s): Describe the measurable impact the program aims to have on the youth participants and/or the primary area of focus. What does the program anticipate will change as a result of its activities?

6. Funding

- a. What other City Of Boston funding do you currently (for FY21) receive for this program? Select all that apply.
 - i. Boston Centers for Youth & Families (BYCF)
 - ii. Shannon CSI Grant Program
 - iii. Safe and Successful Youth Initiative (SSYI)
 - iv. Mayor's Office for Immigrant Advancement (MOIA) Mini-Grant
 - v. Other (Specify):
- b. Were you a recipient of 2020 BPD Youth Development Grant Funds? Y or N
- c. What is the total annual dollar amount received by the sources selected above? (if none selected, enter \$0)

7. COVID-19 Protocols

- a. Describe the program's current COVID-specific protocols and precautions taken to ensure the safety of all.

8. Budget

- a. Budget Narrative
- b. Total program budget FY21: \$
- c. YDF funding request amount: \$
- d. Upload a detailed program budget. Note: YDF will allow up to 10% Administrative Fees to be included in the budget.

9. Required Docs (Uploads)

- a. Nonprofit IRS Determination Letter or Certificate of Exemption
- b. Form 990
- c. W-9