



FOUNDATION FOR TACOMA STUDENTS

Pierce County Expanded Learning Opportunity Fund

Applicant Guide

Table of Contents

- I. [Introduction](#)
- II. [Request for Proposals Summary](#)
- III. [Programmatic Focus – Social Emotional Learning](#)
- IV. [Application Assistance](#)
- V. [Timeline](#)
- VI. [ELO Fund Award Size](#)
- VII. [Funding Criteria](#)
- VIII. [Reporting Requirements](#)
- IX. [Full Application Questions](#)
- X. [About the Foundation for Tacoma Students](#)



Introduction

Pierce County is partnering with the Foundation for Tacoma Students (FFTS) to administer \$650,000 in funding for Expanded Learning Opportunity (ELO) programs throughout Pierce County during the summer of 2021. Funding will focus on programs that support children's social-emotional and mental health, and investments will be made in quality summer programs across all communities of Pierce County. These programs are a key piece of our recovery from the COVID pandemic, and will enhance in-school learning by supporting the holistic social-emotional learning (SEL) needs of children and youth as they re-acclimate to in-person school and learning environments in 2021 and 2022.

The goal of the Expanded Learning Opportunity Fund is to:

Provide expanded learning opportunities that focus on social-emotional learning outcomes for low-income youth and children and youth of color throughout Pierce County.

FFTS will allocate funds equitably across Pierce County. We will ensure that we reach all areas of the county and target areas with the most underserved populations, as determined by income, race, and the availability of summer programming in a particular area.

This funding opportunity is open to a variety of program providers, including: nonprofits, fiscally sponsored organizations/programs, colleges and universities, municipal agencies, businesses, and sole proprietorships. Community-based providers who are reflective of and embedded in the communities they serve will be a particular focus for the ELO fund.

Request for Proposals Summary

The ELO Fund RFP is designed to be simple and low barrier, and FFTS will strive to distribute funding awards quickly so as to enable planning and implementation of summer programs. **The deadline to apply for funding is Monday, July 19, 2021 at 11:59pm.** Applications must be submitted through the FFTS [Funding Portal](#). FFTS will review applications and make funding decisions on a rolling basis, during three review and disbursement cycles. Review cycles are expected to occur in late-June, mid-July, and late-July, 2021. Awards will range in size from \$5,000-\$75,000, and we anticipate disbursing funds in single, up-front payments.

ELO Fund awards will only be made to organizations based in, or serving, children and youth in Pierce County. Funding provided will be unrestricted, though **organizations are expected to apply on behalf of a specific ELO program for which there is a clear and actionable plan for implementation during the summer of 2021.** Both new and existing summer ELO programs are eligible for funding.

In some cases, applicants may be able to apply on behalf of their full organization. These instances will be considered on a case-by-case basis, and prospective applicants who wish to apply in this manner should first contact FFTS for consultation.

The application portal will allow applicants to preview all application questions, as well as start their application, save their work, and complete the application at a later date. Only one application will be accepted per program or organization. The only exception will be for a fiscal sponsor for another program/organization. In those cases, each may submit an application.

Applicants will be asked to confirm that they meet the following two **eligibility requirements:**

- Program/organization serves children and youth in Pierce County



- Program/organization will provide ELO summer programming in 2021 to children and youth ages 5-24

Respondents who meet both eligibility criteria will be asked for brief **narrative responses** on the following:

- Description of summer ELO programming
- Engagement of youth in priority populations
- Focus on social-emotional learning, mental health and academic needs of youth (please see the section titled “Programmatic Focus” for more information)
- Program implementation plan
- Representation of priority populations in programs’/organizations’ staff and leadership

The application also contains the following **dropdown responses**:

- Youth served in priority populations (Select all that apply)
- Geographies served by ELO Summer Program (select all geographic regions that apply)
- Number of children and youth expected to be served (choose among three program size ranges)
- ELO Program budget (choose among three budget ranges)
- Program delivery method (in-person, virtual or hybrid)
- Drop-in program (yes or no)
- Program duration (choose among listed durations)
- Program dosage (choose among listed dosages)
- Program day length (choose among listed lengths)

No budget forms will be requested as part of an application.



Programmatic Focus – Social Emotional Learning

The ELO Fund will support summer programming that engages young people in hands-on, experiential learning that builds critical social-emotional skills. Social-emotional learning (SEL) supports young people in acquiring the knowledge, skills and attitude to develop healthy identities; understand and manage emotions; achieve personal and collective goals; feel and show empathy; establish and maintain relationships, and; make responsible and caring decisions. SEL is a broad field and can include many types and styles of programming. Tenets and examples of SEL in practice are:

- **Creating Welcoming Environments for All**
 - Greeting program participant by name
 - Inquiring about program participants
 - Making program participants feel welcomed in space
- **Reinforcing Positive Behavioral, Supports, and Interventions**
 - Defining appropriate behaviors
 - Teaching appropriate behaviors
 - Modeling appropriate behaviors
 - Reinforcing appropriate behaviors
- **Clearly Naming Expectations of its Participants and Staff**
 - Posting norms and expectations in space
 - Naming norms and expectations up front, during, at the end of programming
- **Offering Physical and Mental Wellness**
 - Offering mindfulness practices
 - Providing brain breaks for movement
 - Providing healthy meals and snacks
- **Using Trauma-Sensitive and Trauma-Informed Practices**
 - Understanding Adverse Childhood Experiences (ACEs)
 - Providing safe and consistent spaces
 - Building relationships and connectedness with program participants
 - Supporting and teaching emotion regulations

SEL is an important piece of advancing educational equity. It fosters learning environments that are characterized by trust and collaborative relationships, and empowers young people and adults to co-create thriving schools and contribute to safe, healthy, and just communities. Please see the [Tacoma Whole Child Initiative](#), the [Collaborative for Academic, Social, and Emotional Learning](#) (CASEL), and [School's Out Washington](#) (SOWA) for more information on SEL.



Application Assistance

FFTS will host virtual information sessions for prospective applicants. The dates, times and locations of these sessions are as follows:

Session Type	Date	Time	Registration
Virtual	June 1, 2021	11:30am-1:00pm	https://secure.everyaction.com/MvVm2U1om0CaoyQFxtAkA2
Virtual	June 4, 2021	11:30am-1:00pm	https://secure.everyaction.com/tzzS7aLNkGSEntxFUbKcA2
Virtual	June 8, 2021	11:30am-1:00pm	https://secure.everyaction.com/mmWQWXMrwUe3Lcmc3WDHMg2
Virtual	June 17, 2021	11:00am-12:30pm	https://secure.everyaction.com/xQu6obk580GOUvXtQqMe4Q2

A recording of the June 1st information session will be available on the ELO Fund webpage.

All questions can be sent to FFTS at grants@graduatetacoma.org. An FAQ for the RFP will be available on FFTS's ELO Fund webpage. All new questions received in the information sessions or via email will be posted to the FAQ page.



Timeline*

May 25, 2021	Request for Proposals Released
June 1, 2021	ELO Fund Virtual Information Session
June 4, 2021	ELO Fund Virtual Information Session
June 8, 2021	ELO Fund Virtual Information Session
June 17, 2021	ELO Fund Virtual Information Session
Week of June 7	Anticipated Application Review Round #1
Week of June 14	Anticipated disbursement of Round #1 awards
Week of July 5	Anticipated Application Review Round #2
Week of July 12	Anticipated disbursement of Round #2 awards
July 19	Request for Proposals Closes - <i>anticipated</i>
Week of July 19	Application Review Round #3
Week of July 26	Anticipated disbursement of Round #3 awards

*The dates of application reviews and award disbursement are approximate. The date of the RFP closure, (July 19), is also subject to extension pending the availability of additional funds. In the event that the RFP closure date is extended, additional review periods will be scheduled and publicized.



ELO Fund Award Size

ELO Fund Grant sizes will be based on the number of children and youth served through a program. In order to streamline the funding process, FFTS has established fixed grant amounts, according to program population size. Smaller programs will be awarded grants that amount to a greater ratio of funding to program slots.

ELO Program size	Minimum Grant Size	Maximum Grant Size	Minimum funding to program slots ratio
Programs serving <20 youth/children	\$5,000	\$30,000	\$1,000/slot
Programs serving 20-80 youth/children	\$15,000	\$60,000	\$750/slot
Programs > 80 youth/children	\$40,000	\$75,000	\$500/slot (up to 150 participants)

In most cases grant amounts will not cover the full cost of program implementation. The intent is to provide grants of a meaningful size that will be sufficient to increase the availability of summer programming slots.



Funding Criteria

Funding decisions will be based on how much and to what extent youth-serving programs and organizations address four funding criteria areas:

1. Programs that engage youth in priority populations (30%):
 - BIPOC youth
 - Youth in poverty
 - Youth experiencing homelessness
 - Youth involved in the criminal justice system
 - Youth with disabilities, including physical, developmental, and/or intellectual disabilities; or special health care needs
 - Refugee and/or immigrant youth
 - Youth in foster care
 - LGBTQ youth
 - Youth residing in areas that are underserved by summer programs (program deserts)
2. Programs prioritizing social-emotional learning, mental health and academic needs of youth (30%). Please see Programmatic Focus for more information. Examples of program types could include:
 - A program that provides culturally specific programming
 - A program that provides art opportunities
 - A program that hosts youth mental health support groups
 - A program that hosts events/workshops that provide academic support for students during school reopening and provide postsecondary readiness
 - A program that provides a summer academic program for students
 - A youth-led and operated community service project
 - A sports or recreation program
3. Programs that have a clear, realistic and actionable program implementation plan (20%)
 - An estimated program size and overall budget
 - An established timeline
 - Defined locations/facilities
 - A staffing plan, and/or evidence of existing staff capacity
 - A plan for program frequency and duration
 - A plan for defining success
4. Programs/organizations that reflect priority populations in their staff and leadership (20%)

Reporting Requirements

ELO Fund reporting requirements are intended to capture the efficacy of our granting and youth program access and equity throughout the County, without requiring onerous work or unreasonable expectations for grantees. All funded organizations/programs will enter into a simple Data Sharing Agreement with the Foundation for Tacoma Students, which will include portions on protecting participants' Personally Identified Information (PII) and expressing data security and liability responsibilities for FFTS. The FFTS data team will provide technical assistance as needed on how to best collect/report these data points.



We do not want reporting expectations to be a barrier to applying to the ELO Fund. Interested applicants can email data@graduatetacoma.org with any questions or concerns.



**FOUNDATION FOR
TACOMA STUDENTS**

919 South 9th Street • Tacoma, WA 98405 • 253.272.1600 • www.GraduateTacoma.org

Building and strengthening Tacoma's collective impact movement to help every student achieve success from cradle to college and career.

Application Questions

Application questions for the ELO Fund are listed below. Applications must be submitted through the online [application portal](#). Applicants will be able to begin their application, save their progress, and continue working in multiple sittings. Applicants will also be able to view all application questions and fields before beginning work on responses.

Eligibility Criteria

- My program/organization serves children and youth in Pierce County
 - Yes
 - No

- My program/organization will provide ELO summer programming in 2021 to children and youth ages 5-24
 - Yes
 - No

Program/Organization Information

- I am applying on behalf of:
 - A summer ELO program
 - An organization

- Our Program/Organization is fiscally sponsored:
 - Yes
 - No

- Organization Legal Name:

- Name of fiscally sponsoring organization, if applicable:

- Employer Identification Number (EIN), if applicable
 - Note: if program/organization has a fiscal sponsor, please input fiscal sponsor's EIN

- Unified Business Identifier (UBI) Number, if applicable:

- Primary Contact Name:

- Primary Physical Address:

- Phone:

- Email:

- Website (if applicable):

- Provide a brief description of your organization's mission, vision, services/programs, and your experience in implementing youth development programs (300 words max):

Description of summer ELO programming

- ELO Summer Program Name (option to select same as organization):



- ELO Summer Program Location (Physical address or addresses for programs with multiple sites):
- Provide a brief description of the planned activities for your ELO summer program (300 words max).
- Youth served in priority populations (please select the priority youth populations which are the focus of your ELO summer program)
 - BIPOC youth
 - Youth in poverty
 - Youth experiencing homelessness
 - Youth involved in the criminal justice system
 - Youth with disabilities, including physical, developmental, and/or intellectual disabilities; or special health care needs
 - Refugee and/or immigrant youth
 - Youth in foster care
 - LGBTQ youth
 - Youth residing in areas that are underserved by summer programs (program deserts)
- ELO Summer Program Location (please select the geographic regions where your program will be delivered)
 - Central Pierce County (includes Fife and Puyallup school districts)
 - East Pierce County (includes Carbonado, Dieringer, Orting, Sumner, and White River school districts)
 - South Pierce County (includes Bethel and Eatonville school districts)
 - Tacoma city (Tacoma school district only)
 - West Pierce County (includes Clover Park, Franklin Pierce, Steilacoom and University Place school districts)
- Number of unduplicated children and youth expected to be served through your summer program (choose among three program size ranges)
 - <20 children/youth
 - 20-80 children/youth
 - >80 children/youth
- ELO Program budget (choose among three budget ranges. If applying as an organization, select the range the corresponds with your overall organizational budget)
 - <\$50,000
 - \$50,000-\$75,000
 - >\$75,000
- For summer 2021, our ELO summer program will be delivered:
 - In-person only
 - Virtual only
 - Hybrid, in-person and virtual
- Drop-in style program drop down
 - Yes



- No
- Program duration drop-down (choose among the three program duration ranges)
 - 1-2 weeks
 - 3-5 weeks
 - 6 or more weeks
- Program dosage (choose among the three program dosage ranges)
 - 1-2 program days per week
 - 3-4 program days per week
 - 5 or more program days per week
- Program day length (choose among the three program intensity ranges)
 - 2-4 hours per program day
 - 5-6 hours per program day
 - 7-8 hours per program day

Engagement of youth in priority populations

- Describe how your program engages youth and children among the priority population groups, and how your program is responsive to the needs of the youth you serve. If your youth population has changed as a result of COVID-19, briefly explain why (300 words max).

Focus on social-emotional learning, mental health and academic needs of youth

- Describe how your program supports the needs of children and youth related to social-emotional learning, mental health supports, academic support, or basic needs. Specifically, explain how your summer program supports one or more of the following in youth or children (300 words max):
 - Develop healthy identities
 - Understand and manage emotions
 - Achieve personal and collective goals
 - Feel and show empathy
 - Establish and maintain relationships
 - Make responsible and caring decisions

Program implementation plan

- Describe in more detail the implementation plan for your program. Please include descriptions of the following (250 words max):
 - Program timeline
 - Location and facilities you plan to use
 - Frequency of program sessions and the overall duration
 - Program staffing
 - How you will know your desired results are achieved

Description of priority populations in programs’/organizations’ staff and leadership

- Describe how your staff, leadership, board of directors and volunteers are reflective of your priority youth participants. Please Include overall counts and ratios for priority populations. For example: 6/10 program staff identify as BIPOC (200 words max).

About The Foundation for Tacoma Students



**FOUNDATION FOR
TACOMA STUDENTS**

919 South 9th Street • Tacoma, WA 98405 • 253.272.1600 • www.GraduateTacoma.org

Building and strengthening Tacoma’s collective impact movement to help every student achieve success from cradle to college and career.

The Foundation for Tacoma Students (FFTS) is the backbone nonprofit and staff dedicated to ensuring the continuity, stability, and growth of the Graduate Tacoma community-wide movement. Serving as the only cradle-to-career intermediary in Tacoma, the Foundation plays the unique role of helping align organizations, institutions, and individuals — community partners — around positive outcomes for students.

Not limited by any system or process, FFTS is able to provide creativity and innovation to the complex and adaptive challenges that the students of our region face. We create shared responsibility and align goals, data, and resources so community partners can build an informed and holistic support system for young people. We promote and support strategic partnerships that foster systems alignment to build a Tacoma where every child succeeds in school, career, and life. We believe this unique role and lens is critical if we are to realize systems change in our community.

