

# LOI Form

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## *Organization Information*

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**A Word version you can use to draft your request is available for download.**

**The rubric that will be used to score your LOI is available for download.**

### **Project Name\***

Please give your proposal a short, descriptive title. This is how your request will appear throughout the PCF grant portal.

Prosperity Pathways

### **Amount Requested\***

**The minimum grant request for this process is \$50,000.**

**The maximum grant request for this process is \$325,000.**

If you request the full \$325,000, your organization should be able to demonstrate a *significant* impact to be made from these funds.

Please be sure that your grant request is proportional to your annual operating budget. If you have any questions about how much funding to request, please contact Jocelyn Howard at [jhoward@pinellascf.org](mailto:jhoward@pinellascf.org).

\$100,000.00

### **Annual Operating Budget\***

Please provide the amount of your annual operating budget, (expenditures only) for your entire organization.

\$8,968,641.00

### **Grant Start Date\***

PCF expects to issue a contract to approved organizations in September 2023. If awarded with a contract issuance date of September 1, 2023, when would your organization begin to spend funds?

09/01/2023

### **Grant End Date\***

PCF expects the grant period to be between 12 and 24 months for this process. Given this range, when would your organization expect to finish expending funds if awarded?

08/02/2024

## Mission Statement\*

Please write your organization's mission statement below. This should be no longer than one or two sentences.

To provide high quality out of school time Club experiences proven to ensure our young people, especially those who need us most, are on track to graduate from high school with a plan, demonstrate good character and citizenship, and live a healthy lifestyle.

## Is your organization headquartered in Clearwater?

*Why PCF asks this: Given that the City of Clearwater is the funding source for this grant program, PCF may prioritize organizations headquartered in Clearwater or those that have a strong presence in the City.*

Yes

## Programming Background\*

Please describe the program that this grant would support.

### Example

Peer Counseling Services Inc. offers after-school support groups for middle schoolers and high schoolers. Below, Peer Counseling Services Inc. would describe what its programming is, how its programming works, and who is served.

*Why PCF asks this: PCF wants to learn about what your organization does and how it carries out its mission.*

In partnership with Pinellas County Schools and the administration of Clearwater Intermediate School (CIS), Boys & Girls Clubs of the Suncoast (BGCS) is seeking to expand its Prosperity Pathways program in the school. Activities and support will take place throughout the school day and during after-school hours. This innovative program targets students enrolled in CIS, and is intended to reduce unexcused absences, disciplinary actions, and school suspensions while simultaneously providing initiatives that will build a comprehensive prosperity pipeline for youth most in need of support for academic success and college and career readiness assistance. Students at CIS range from grades 5 through 9 and most have been sent to the school as a result of past academic and behavioral issues. The program is targeted for these individuals as it utilizes a positive behavior intervention and supports (PBIS) system, an evidence-based framework for behavioral interventions along with Multi-Tiered Systems of Support (MTSS) to systematically assess data efficiently, in order to motivate students to achieve their greatest potential. Implementing both models in the operation of a college and career pathway, students will gain knowledge and skills that will prepare them for future success after graduation. The school will have a trained BGCS staff members who will serve to assist students, with a priority for at risk students.

The program consists of a several components designed to provide support to the students most at risk for dropout and other adverse events. First, students will participate in an evidenced based workforce readiness curriculum through our Prosperity Pathways framework. The curriculum will allow students to choose modules through an online platform that will help prepare them for the workforce. Each module will contain a pre and post assessment, and students will earn incentives upon completion. The modules include, but are not limited to, education of specific industries, required education/skills, soft skills development, college preparation, financial literacy, and professionalism.

Additionally, the program will include Power Hour. This initiative is designed to help young people develop academic, behavioral and social skills through homework completion, high yield learning activities, incentives and tutoring. This funding will allow for the provision of services to an additional 55 youth beyond those that are already participating.

## History in Clearwater\*

Please describe how long you've been providing services in the City of Clearwater, and the nature of such services.

*Why PCF asks this: Given that the City of Clearwater is the funding source for this grant program, PCF may prioritize organizations headquartered in Clearwater or those that have a strong presence in the City.*

Boys & Girls Clubs of the Suncoast (BGCS) has provided services in Clearwater for the past two decades. Our longstanding partnership with the City of Clearwater has enabled us to utilize City-owned property in the Moccasin Lake Nature Park area for our Wood Valley Club. The facility serves 65 youth, ages 5-18 during out of school time hours. Our evidence-informed programming focuses on academic success, healthy lifestyles and choices, and character and leadership development. The Club serves youth during the school year as well as on school breaks and holidays. We offer hot meals and snacks to all our attendees and provide tutoring, homework assistance, and other activities. Additionally, BGCS moved its administrative headquarters to the City of Clearwater six years ago.

Thanks to additional funding through the City of Clearwater, BGCS is in the process of opening a new Club site which will be housed in Clearwater Intermediate School. This requests seeks funding to expand that program, allowing BGCS to serve over 60% of the student population with our life-altering Prosperity Pathways initiative.

## Outcomes\*

Define one to two outcomes already being measured by your organization in relation to the programming this grant would support. This is not the outcome of this specific funding, but of the programming itself. **Outcomes are not the number of people you will serve, but how they or their situation will change.**

"Outcomes - are specific, measurable statements that let you know when you have reached your goals. Outcome statements describe specific changes in your knowledge, attitudes, skills, and behaviors you expect to occur as a result of your actions. Good outcome statements are specific, measurable, and realistic."

(W.K. Kellogg Foundation Logic Model Development Guide)

### Example

80% of youth involved in peer counseling will show increased emotional intelligence after six months of participation.

*Why PCF asks this: PCF considers measurable outcomes to be a cornerstone of effective social service programming. Tracking outcomes allows both an organization and its supporters to know how effective its programming is and helps an organization improve its programming over time.*

Boys & Girls Clubs of the Suncoast's (BGCS) program is designed to utilize a positive behavior intervention and supports (PBIS) system along with Multi-Tiered Systems of Support (MTSS) to systematically assess data efficiently, in order to encourage students to achieve their greatest potential. This program will target students to reduce unexcused absences, disciplinary referrals, and school suspensions. Specifically, program participants will realize the following outcomes.

- 95% of participants will miss less than 10% of school days.
- 75% of participants will have no more than one disciplinary referral or school suspensions.
- 75% of participants will complete all required program modules.

## Measurements\*

Explain what measurement tools you will use to evaluate the stated outcome(s) above. That is, how will your organization know it is achieving or not achieving the outcome(s) stated above? Stronger requests will use a validated tool or method of data collection.

### Example

Peer Counseling Services administers the Schutte Self Report Emotional Intelligence Test before counseling begins, and in six-month intervals thereafter.

*Why PCF asks this: PCF would like to know how the outcome(s) you've specified are measured, and if you used a validated tool that has been proven in usage outside your organization. If you've developed your own tool, please describe how it was made.*

Boys & Girls Clubs of the Suncoast will utilize mixed methods approaches (blended quantitative and qualitative practices). Additionally, BGCS will gather data from multiple sources that will yield a more predictive analysis to ensure progress toward short term, intermediate, and long term outcomes. BGCS will also utilize the National Youth Outcomes Initiative which is the largest youth outcome data set in the country and allows us to benchmark excellence against other Boys & Girls Clubs organizations and a baseline from the CDC. The surveys that are utilized are Institutional Review Board (IRB) approved. A few of the data collection sources and methodologies are listed below:

Pinellas County School Board (PCS) will ensure the data surrounding school attendance, school suspensions, and behavioral incidents will be provided by guidance counselors to continuously gauge program success. Continuous Quality Improvement (CQI) approach has been adapted at BGCS to provide an internal evaluation utilizing data from sources to gather as much information as possible about its programs. CQI is a way of thinking and learning, and a cyclical, ongoing process with three phases: Assess, Plan and Improve.

The Youth Program Quality Assessment (YPQA), is a tool that helps Clubs assess the quality of their program. Through a partnership with the Weikart Center, BGCS gained an evidence based observational tool that monitors quality standards.

Membership Tracking System (MTS), program engagement is gauged, and, during our programmatic year, outcomes are tracked by monitoring our participants' grades, standardized test scores, behavior, and school absences. BGCS employs a full-time Data & Outcomes Analyst with extensive experience in data collection, modeling, and evaluation.

## Grant Impact\*

How would this grant help your organization and its clients achieve the outcomes stated above? That is, what would you be able to do with this funding that you otherwise could not?

*Why PCF asks this: The intention of this grant is to fund organizations providing support for individuals and families in Clearwater with emergency housing and social services needs. How that support happens, and how this grant could help, differs from organization to organization. PCF would like to know specifically how this grant would help your organization and the clients you serve.*

BGCS has worked very closely with Pinellas County Schools (PCS) to identify areas of need that exist in the schools, particularly as the COVID-19 pandemic subsides. PCS did an environmental scan of existing programs and program partners to identify and isolate gaps and avoid schools that are oversaturated with programs so that there are no duplicative and competing interests. CIS was selected based on gaps in existing services for the targeted population of at-risk program participants. Trend data (provided directly from PCS) in the areas of in-school suspensions, out of school suspensions, discipline referrals, absences, and graduation rates was analyzed. By utilizing a coordinated and targeted approach with PCS, Prosperity Pathways will yield the greatest ROI in capturing youth who may "slip between the cracks" and have the greatest influence in County-wide outcomes.

The Prosperity Pathways program was created to meet students where they are, namely in their schools and on the digital platform. This is intended to eliminate any transportation barriers that students may have to participate in the program. BGCS also intends to provide transportation for any field trips or workplace visits that take place during the initiative.

Experience has shown that transportation and financial needs are the two biggest barriers to program participation for at-risk and disadvantaged youth. Therefore, the program was designed to address these concerns and ensure that all students will have access. The program will be free of charge to all participants and will reward students with financial incentives for participation, thereby helping to eliminate any additional hesitancy that may be present.

The virtual component of the program also allows students the flexibility of participating from wherever they are with their electronic devices and enables them to participate at times when it is most convenient for them. Additionally, many of the modules that participants complete are delivered asynchronously.

### Preliminary Budget Narrative\*

Please write a brief breakdown of line items showing how your requested funds would be used. You may add context to the expenses if needed (for example, if salaries are requested, state how that position supports the programming described in your proposal). A more detailed, formal budget will be required if your request is moved forward in the funding process.

Small equipment purchases are permitted under this grant provided they are directly tied to service delivery. You may include those purchases in this narrative.

If your organization will be requesting indirect costs, please include this in your narrative. Note that the indirect cost rate for this grant is capped at 5% of the grant.

*Why PCF asks this: PCF would like to gain a general understanding of the proposed programming costs for this grant.*

Funding will support one full-time staff member that will remain on-site at Clearwater Intermediate School throughout the school day and for several hours after. This individual will also help facilitate summer programming during the months of June and July while schools are not in session. Candidates for the positions will be expected to engage in the following activities.

- Oversee the implementation and delivery of all day-to-day operations, programs, services and activities that facilitate achievement of the Prosperity Pathways program.
- Oversee the identification and evaluation of opportunities to improve program effectiveness based on participation and achievement of stated goals; recommends modifications to improve program performance, as appropriate.
- Oversee the growth strategy for program participation.
- Ensure grant funded programs are executed on time and on budget.
- Develop collaborative partnerships with other youth serving organizations, members, parents, families and community organizations.
- Support Board Committees, as assigned.
- Participate in activities to maintain good public relations for programs, services and activities.
- Oversee proper record keeping for the program department.
- Maintains accurate and complete measure program outcomes and maintains that data for grant reporting and marketing purposes.
- Manage participant behavior and parent related concerns.
- Oversee member management system and ensure accurate data & financial entries.
- Work closely with the Pinellas County School Board to lead the Prosperity Pathways staff with implementation and program tracking.

Funding will also support office and program supplies including incentives to encourage student participation and to reward achievement and academic success. Transportation for college and career exploration field trips is included in the requested funding amount. This will ensure that youth receive hands-on access to these workforce readiness opportunities.

### Reduction in Funding\*

Due to limited funding, your request amount may not be fully awarded if it is moved forward in the grant process. How would reduced/partial funding impact your proposed program?

*Why PCF asks this: The review committee that ultimately recommends proposals for funding may consider partial funding. PCF would like to know upfront what impact this would have on your proposal.*

Boys & Girls Clubs of the Suncoast is able to scale this program based on number of participants. While this funding includes the employment of one individual, the number of youth served could be reduced from 55 in order to accommodate for partial funding. Reduction in service levels will also eliminate the need for an additional employee beyond those already employed at Clearwater Intermediate School.

## File Attachment Summary

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### *Applicant File Uploads*

*No files were uploaded*