

Building Business/Community Partnership for Afterschool Success Grants

REQUEST FOR PROPOSALS

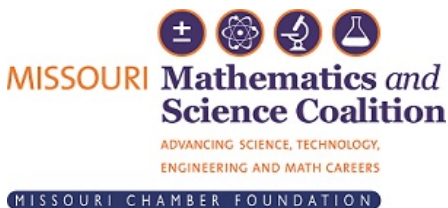
Local Chambers / Community Engagement and Afterschool Programs

Application Deadline: April 30, 2024

Grant period: June 1– December 15, 2024

Missouri AfterSchool Network

In partnership with
Missouri Chamber Foundation
Missouri Mathematics and Science Coalition



PROJECT SUMMARY

This grant proposal is set up to provide funding to local communities seeking to build partnerships with afterschool programs related to the broad umbrella of workforce development. Chamber-afterschool partnerships should focus on one or more of the following workforce development areas:

- 1) Career awareness
- 2) Post-secondary planning
- 3) STEM
- 4) Entrepreneurship education
- 5) Service Learning

The Missouri AfterSchool Network (MASN) and the Missouri Chamber of Commerce's Missouri Mathematics and Science Coalition (MSC), with support from the Mott Foundation, invite local/regional Chambers of Commerce and afterschool programs to apply for financial and technical assistance to support partnership activities outlined in the RFP. Based upon the quality of applications submitted, the Missouri AfterSchool Network will award 5 proposals up to \$4,000.

Goals of the grant:

Foster Partnerships to provide local leaders to create or expand partnerships, build local/regional systems; and coordinate community efforts to support expanded workforce initiatives for area students during the afterschool hours.

Secure and Mobilize Community Resources to enhance and improve student learning experiences and meet STEM education and workforce needs specific to the needs of the community and region.

Ensure that Quality career awareness, post-secondary planning, informal STEM, and entrepreneurship learning opportunities are being developed and delivered to challenge and expand students' abilities in order to place them at a competitive advantage for lifelong success.

Grant RFP timeframe:

- ✓ Grant RFP materials become available – March 1, 2024
- ✓ Grant RFP deadline for submission – April 30, 2024
- ✓ Award announcement – May 15, 2024
- ✓ Initial funding of half the awarded amount - June 1, 2024
- ✓ Final funding payout of remaining award - upon receipt of final report

NEED

There is not one “silver bullet” or program that can help this critical concern for Missouri’s future growth and advancement. However, multiple systemic approaches and initiatives must be deployed in order to achieve the greater goal- to improve Missouri’s workforce capacity by enhancing the educational opportunities students encounter each day.

In Missouri, the majority of students are often not experiencing consistent and meaningful educational opportunities involving career awareness, post-secondary options, STEM, or entrepreneurship. Regardless of the reasons for this, we can and must do better to enhance the workforce development learning opportunities that these students receive. But because children spend less than a quarter of their waking hours in school, out of school-time experiences such as afterschool programs—and the institutions and people who provide them—need to be essential partners in this effort. We need both the additional time offered by afterschool programs and the opportunity to diversify the ways that students experience career and work-based learning opportunities.

PROJECT OUTCOMES

Each proposal must have clearly stated goals and outcomes for the partnership and may range in scope from an advisory council, to an event, project or long-term activity. The outcomes/examples may vary according to local opportunities and needs, and may include, but are not limited to:

- Hosting a local/regional Workforce Summit to bring together business and afterschool stakeholders
 - a. Identify community workforce development needs
 - b. Asset mapping resources, programs and activities
 - c. Brainstorm solutions that specifically can be addressed in the out-of-school time space
- Developing partnerships between schools, youth programs, and business/industry to support career aspirations, STEM education, entrepreneurship opportunities, etc.
 - a. Select specific curricula, activities, or clubs to start (e.g., Venture Lab entrepreneurship curriculum)
 - b. Form new business-education partnerships to support new activities (e.g., industry mentors for robotics team)
- Develop business/industry partnerships where students engage in age appropriate workforce development activities
 - a. Local coordination of career speakers for afterschool programs
 - b. Coordinating job shadows, internships, pre-apprenticeships, or Registered Youth Apprenticeships for older youth
- Support youth entrepreneurship
 - a. Host a Youth Entrepreneurship Pitch Competition
 - b. Develop a youth entrepreneurship incubator
- Host a college and career fair
 - a. Feature local businesses and educational institutions
 - b. Highlight careers that include alternates to four-year college degrees

ELIGIBILITY

All Missouri based local/regional Chambers of Commerce are eligible to apply. Leadership teams must include at least two members representing 1) business/industry, and 2) an afterschool program. Additional planning team members may come from any sector, including additional businesses, K-12 education, community or elected officials, etc. We encourage planning teams to be no larger than 8 people. If a community does not currently have an afterschool program, the local chamber's project can include plans to convene appropriate partners to initiate an afterschool program for the community.

Business/industry representative: The business and industry representative will represent the local/regional Chamber on the planning team. (*They may be a board member and not paid staff, if given the nature and abilities of the Chamber.*) This individual should be willing to do outreach to other local Chamber members and business/industry representatives related to the identified project outcomes.

Afterschool program representative: The afterschool representative will represent the out-of-school time field on the planning team. This individual should be a program administrator with the authority to implement change in the afterschool program. If a community does not currently have an afterschool program, the afterschool representative may be an education or community organization leader that would lead community efforts to start the afterschool program.

SELECTION PROCESS

Grants will be awarded on a competitive basis, and grantees will be chosen by an independent selection committee in consultation with MASN staff. Applications will be judged on the basis of:

- Local/regional context and the demonstrated need and interest in working to support workforce development education in afterschool;
- Signed commitment statements from each of the required leadership team members representing 1) business/industry/chamber and 2) an afterschool program indicating their role and anticipated level of participation in the activities of the grant;
- Proposed project goals, outcomes, and activities; and
- Requested amount (up to \$4000) and explanation of the use of funds.

CONTENT GUIDELINES AND SELECTION CRITERIA

Proposals will be judged by the Missouri Mathematics and Science Coalition a program of the Missouri Chamber Foundation with final decisions made by the Missouri AfterSchool Network. Proposals will be reviewed utilizing a 100-point criteria structure. The number of points allocated to each application is described below, along with instructions and guiding questions.

Proposals should be 2-5 single-spaced pages in length, excluding budget and other supporting documents. In addition to the budget, proposals should include a cover letter,

a letter of commitment from the president/executive director of the local Chamber or business representative and a letter of support from an afterschool program director. If your community does not currently have an afterschool program operating, but is interested in starting one as an outcome of this process, please include a letter of support from the entity likely to administer the afterschool program in the area (e.g., School District, Boys and Girls Club, YMCA, 4-H, United Way, etc.)

Proposals will be graded on the weighted criteria and must describe the following: local context and need (15pts); community level commitments (15pts); grant goals outcomes and activities (40pts); local planning team composition (15pts); budget and associated narrative (15pts).

Local Context and Need - 15 points:

The proposal must provide a brief description of the community’s current workforce education environment, including any STEM or entrepreneurship opportunities offered during afterschool hours, and partnerships between business/industry and the afterschool or K-12 system. It should also include an explanation of how the community will benefit from the proposed activities.

Community Level Commitment - 15 points:

The proposal should also include a description of the levels of support and public will that the planning team feels exists in the community. Some questions to consider:

- Does the general public understand and support the need for enhanced career planning and preparation?
- Who are the community workforce development, career education, or entrepreneurship champions?
- Are there local city officials, council members, school board members or business leaders that could potentially serve as champions for this work?
- What barriers have prevented your local community from using afterschool programs to improve career awareness, post-secondary access, STEM, service learning or entrepreneurship learning?
- Are there specific opportunities to help strengthen your community’s workforce development by bringing together business/industry, K-12 education, and afterschool programs?

Project Goals, Outcomes, and Activities - 40 points:

We want all community proposals that are submitted and subsequently awarded to be able to provide their communities with the highest level of impact possible. To that end, a logical and detailed action plan outlining the goals, outcomes, and activities should be developed that will in the end achieve the greatest success for your community. Please describe specific, short-term outcomes to be accomplished through the project, how these outcomes fit with broader community workforce development goals (if known), and an action plan (including a timeline and responsible parties) for successfully achieving these outcomes.

Some questions to consider:

- Given your local community context, a demonstrated need, and local commitment, what do you hope to accomplish through this project?
- Do project goals focus on a particular strategy (e.g., increasing business/industry involvement in afterschool or summer learning, adding a particular curricula with industry support in the afterschool program, expanding adult focused workforce initiatives to include youth, etc.)?
- How does the strategy fit the community's broader education, youth development, or workforce development context?
- What value will this local project add to existing efforts in your community?
- How will you measure the project's outcomes and success?
- How will you ensure that momentum from the project is sustained in future efforts?
- What communication strategies will you use to broaden the impact of your project?

Planning and Implementation Team Composition - 15 points:

Describe who will be directly involved in planning the project and which additional stakeholders you hope to engage in the planning and implementation of this project. Required planning team members are outlined on page 4 of this document. Some questions to consider:

- Considering possible regional differences within your community, who should be on your planning and or implementation team to ensure that the project addresses these differences?
- How will the team coordinate their efforts and handle logistics?
- Describe whether you plan for other stakeholders beyond Chamber, business, K-12, and afterschool to be involved in the project and the purpose for including them.

Budget - 15 points:

Please include a written description of and justification for the intended use of up to \$4,000 from this grant, using the attached budget template as a guide. The applicant is encouraged to identify any additional public or private resources it will commit to supporting its project plan. Reimbursable costs include:

- Publications, meeting materials, and outreach: editing, design, printing, mailing, distribution of publications; development of online resources and/or websites;
- Meeting costs to include- space rental, audio/visual equipment rental, food and beverage costs that are an integral part of the meeting and comply with state guidelines (alcohol is not a grant-funded expense); and
- Travel for consultants, speakers and participants, in compliance with state guidelines- *honoraria for speakers may not exceed \$500 per day.*
- Materials and/or equipment for the implementation of the funded project.

The funds should be managed by a planning team member's organization, including but not limited to the local chamber, school district, afterschool program or its fiscal agent, or by a 501(c)(3) organization. Please include information on the fiscal agent and the lead project contact in the proposal cover letter.

REPORTING AND DISCLAIMER REQUIREMENTS-

Awardees must complete their proposed local/regional projects during the period outlined in the TIMELINE provided below. Grantees must also submit a brief final report (3-5 pages) at the end of the project period by December 31, 2024 that details project implementation and impact outcomes using the reporting guidelines provided at the time of grant awarding.

TIMELINE-

1. RFP Release – March 1, 2024
2. Proposal deadline – April 30, 2024
3. Award announcement – May 15, 2024
4. Award disbursements – June 1, 2024
5. Grant activity to take place from June 1, 2024 until December 15, 2024
6. Impact Report (2-5 pages) due with final disbursement to follow– December 31, 2024

Proposals should be between 2-5 single-spaced pages in length (excluding supporting documents) and should address each of the areas described under selection criteria, above.

Required supporting documents are as follows:

- ✓ Cover letter that includes contact information for the lead contact and the fiscal agent (name, title, address, phone number, and e-mail address);
- ✓ Proposal 2-5 single-spaced pages
- ✓ Letters of commitment from key planning members of your team (see page 5);
- ✓ Proposal budget detailing the overall cost assumptions for all budgeted items;

Proposals must arrive by 11:59 p.m. Central Time on April 30, 2024

Please submit proposals to: Mark Cowsert

CowsertM@missouri.edu

Mail: Missouri AfterSchool Network (MASN)
524 Hitt St.
Columbia, MO 65211

ATTACHEMENT- A- BUDGET

PROPOSAL BUDGET TEMPLATE INSTRUCTIONS

- Total budget amount may not exceed \$4,000. Details on additional in-kind or monetary contributions may be attached as a separate document.
- Please attach a brief budget narrative detailing the cost assumptions for all items budgeted below. Be as specific as possible. Additional information regarding budgeted line items may be requested after award or at grant end reporting.
- Travel and lodging reimbursements must be consistent with state guidelines. Consultant fees and honorarium expenses must not exceed \$500 per day.

COST CATEGORY AMOUNT:

Personnel _____
Staffing for project

Publications, Communications, and Outreach _____
Design, printing, mailing, materials, etc.

Meeting Costs _____
Space rental, food and beverage, A/V equipment

Speaker and Participant Travel _____
Detail airfare, lodging, per diem

Speakers _____
Honorarium (\$500/day maximum per individual, not including travel and per diem – please list these under Travel)

Project/Event Materials _____
Curriculum, supplies, etc.

Other Expenses:

TOTAL (must not exceed \$4,000) _____