

**Commission on Out of School Time Grants and Youth Outcomes**  
**Meeting Minutes**  
**March 22, 2018 6:00pm – 7:30pm**  
**One Judiciary Square, 441 4<sup>th</sup> Street NW, Room 1107 South, Washington, DC 20001**

---

**Commissioners In Attendance:** Valerie Brown (designee for Sheryl Hamilton), Tacharna Crump, Councilmember David Grosso, Mark Hecker, Burnell Holland, Travaughn Kinney, Jeanette Kowalik, Jiselle O’Neal, Heather Peeler, Anisah Rasheed, Matthew Reif (designee for Lisa McNeill), Maggie Riden, Margaret Siegel, Aurora Steinle, Mila Yochum (Acting Chairperson)

**Commissioners Absent:** Vanessa Gerideau (excused), Walter Peacock

**Attending Staff Members:** Lisa Rucker, Debra Eichenbaum

---

**I. Call to Order**

The Commission meeting was called to order by Yochum 6:05 pm.

**II. Public Comment**

Ms. Ramina Davidson, Director of Housing Stability & Youth Initiatives at DC Alliance of Youth Advocates, registered as public member. She stated how happy she was to see the proposed increased investment in OST funds and excited to see how the Commission would strategize for the distribution of the funds. Davidson spoke of the rally held today regarding OST and suggested the money target at risk children and youth especially those experiencing homeless and housing instability. There are many youth that don’t have access to programs, especially those in homeless shelters.

**III. Announcement of a Quorum**

Yochum announced that Darien Harris has resigned his seat on the Commission and taken a job out of the area. 13 members were present at the time and Quorum was announced.

**IV. Approval of the Agenda**

Commissioner Siegel motioned to approve the agenda; Commissioner Peeler seconded the motion. Unanimous approval; agenda approved.

**V. Approval of the Minutes**

Commissioner Riden motioned to approve the minutes; Commissioner Crump seconded the motion. Commissioner Siegel abstained. All remaining Commissioners approved. Minutes from February 26, 2018 minutes are approved.

**VI. Comments from the Executive Director, Office of Out of School Time Grants and Youth Outcomes (Appendix A)**

Mayor’s budget for fiscal year 2019 includes a total investment of \$19.2 million to OST, the budget includes funds for the OST Office and enhancements to DPR . The FY18 budget for the OST Office is \$6.2 million. The new budget calls for a one time increase of \$8 million of which the total budget for grant will be \$10.9 million.

Commission Crump asked how much of the FY18 OST Office budget was used for grants? Yochum responded \$4.2 million was dedicated for grants.

Yochum explained the next steps to the budget process are for Council to consider the Mayor's budget proposal and approve the final budget in June.

Yochum continued with the OST office update transitioning to a summary of the equity roundtables held in 2017. The OST Set up Team gathered feedback from stakeholders on the equity lens that should be used for the RFP and large part of the discussion was the consideration of the definition of at-risk students, geography, quality, special needs or any number of additional characteristics. For clarification in legislation, "at-risk" means a DCPS student or a public charter school student who is identified as one homeless, in foster care, qualifies for the TANF or SNAP, or is one year or more behind academically. This definition aligns to the school definition.

Commissioner Steinle shared that the OST Set-up Team preceded the Commission and was a team of three hired at the United Way NCA to set-up the OST Office. In that capacity, the team hosted a series of meetings in the community based on how equity would be implemented into the RFP process. These meetings were available broadly to the OST stakeholder community and were held with the idea that when the Commission was in place, there would be a starting point to determine what the community wanted with respect to equity.

Commissioner Peeler inquired to the total number of participants and it was clarified that 58 individuals attended the equity meetings.

Yochum provided a brief overview and definition of equity. The definition used is borrowed from The Forum for Youth Investment and has been previously presented by Karen Pittman. Yochum explained that while equality is distributing resources equally, equity is unequal distribution of resources to align with need. Opportunity is removing the barriers. Finally in youth development, we want to see ownership; youth deciding to be in the game or on the sidelines. The Commission needs to think about equity and equality in the strategic plan and how to help District children and youth take ownership of the game.

Yochum explained that with the proposed increase in the budget for grant, the OST Office seeks input from the Commission. The OST Office will be issuing two Request for Proposals (RFP) in the coming weeks. One RFP is for the grantmaking partner and the second will be the annual school year grant competition. Without the strategic plan being complete, this is the opportunity for the Commission to provide some general recommendations to the RFPs. RFPs will go out in April. Applications will be due in May. Council will confirm the budget in June, therefore the OST Office will write the RFP knowing that the numbers may change depending on Council's approved budget. Grant announcements will be made in July and grants begin in August when school starts. Fiscal year does not start until October but the OST Office wants grants to start before school begins to align with the shift to ensure programming is available at the start of the school year and not the fiscal year.

Commissioner Grosso asked how the timeline aligns to last year. How is it different this year? Yochum explained the timeline is slightly behind last year and the OST Office knew it was going to be late but decided to wait on issuing the school year RFP based on the potential change in the OST budget. The RFP will be delayed by two weeks from last year's timeline; last year school year grant announcement

occurred in June. Prior to 2017, grant awards did not start until October 1. We have been shifting the grant start date to August.

Commissioner Crump asked who is handling the application process for both RFPs. Yochum responded that the Grantmaking partner RFP will go through the DME and the school year RFP will be organized through United Way of the National Capital Area (UWNCA). It is not confirmed that UWNCA will be the grant making partner for Fiscal Year 2019 (FY19).

Commissioner Siegel asked about the school year 18 RFP. Yochum responded that the school year 18 awards focused on the grantees applications and the applicant defining the need. The equity lens was not defined for the school year RFP which was an issue for the applicant. The OST Office is committed to applying an equity lens to grants and therefore issued three tiers of funding.

Councilmember Grosso stated that in lieu of having a strategic plan the OST office is seeing advice for the school year 19 RFP. Yochum replied yes, the OST Office wants the Commissioners thoughts and guidance on what preference or priorities should be applied to the upcoming RFP based on the equity notes and needs assessment.

Commissioner Crump asked if it was possible to release the grant making partner RFP before the school year RFP. Yochum stated the grant making partner must be identified by June in order to issue grant agreements with the new grantee by August 1, 2018. Both RFPs need to be issued simultaneously or within 1-2 weeks of each other.

Commissioner Steinle commented that without a strategic plan this is an opportunity for the Commission to be more involved in the RFP process.

Councilmember Grosso asked how the Commission can consider how to reduce gaps with the additional money and how to meet the needs we know exist in wards and focus on "at-risk" youth? How does the Commission fill in the gaps and build the capacity in those places if they are unable to access support? How do we build up the organizations?

Commissioner Riden noted that gaps exist in elementary and middle school and over the summer. Riden is wary of basing need on geography since youth are mobile between school and home.

Commissioner Siegel stated she has read proposals for the summer grant competition and was struck by the number of organizations that wanted to scale up from 10 to 100 and that was scary, but it was clear there is need for capacity building. Siegel would support funds on capacity building.

Commissioner Peeler inquired about how and where capacity building fits into the budget. Yochum replied that the capacity building is part of the discussion for the Commission. The OST Office dedicates some funds for capacity building but for the focus today the commission should focus on the school year and grantmaking partner RFPs due the quick turnaround.

Commissioner Crump asked if there was any data available about the school year grants. Yochum stated that the current school year grants are on-going and that there is no history yet. Grantees just provided a mid-year report.

Councilmember Grosso asked for a reminder about the question in front of the Commission. Yochum asked the Commission to consider the equity lens for the school year 19 RFP. If any preference points should be given for areas such as geography, age, etc. What recommendations does the Commission have with the process piece? Yochum replied that previous grant cycles, applicants were not given the scoring rubric; with changes made last year applicants can see what reviewers are using to evaluate the proposal. As the Commission thinks about need and quality, are there priorities and are there ways to think about performance, possibly through the developmental outcomes, or by age group or geography. In the summer grants we gave more points for wards 7 and 8 and a different level of points for wards 1 and 5 based on where the programs took place.

Commissioner Brown asked about high school students as a priority since they have limited programs.

Commissioner Kinney asked the Commission to look at specifics of the organization such as the mission of the organization. Organizations that provide technology programs and help youth strive for highest incomes and develop the work ethics to land good jobs; not just focus on need and geography but what does the organization do to prepare youth for the future.

Commissioner Riden suggested age brackets. It's not enough to focus on workforce in school year, but also special education and homeless programs. Commission could use priority points for older youth.

Commissioner Holland asked if youth were present in the equity meetings and when the youth needs assessment be completed. Yochum stated the needs assessment with survey for parents has started and the youth survey will be completed by June. The OST Office needs to find the right partner to collect the youth survey. Youth were not a part of the equity meetings.

Commissioner Holland commented that the youth survey does not come out until June it will be too late to inform the RFP process.

Commissioner Peeler suggested the Commission should seek a grantmaking partner that actively engaging youth and has experience applying an equity lens.

Commissioner Crump suggested looking at career pathways. DOES has innovation grants that support career pathways and there are five categories and applicants receive certain number of priority points.

Yochum reminded the Commissioners about legislation and the focus on youth development. Youth development is defined as "a program or a service that engages youth in a variety of social, emotional, and recreational activities to promote improvements to their intellectual, behavioral, and physical well-being, consistent with a youth development approach".

Commissioner Steinle commented that in the future this conversation will align to the strategic plan. The timeline is slightly off while the Commission works on the strategic plan but the work must continue. The OST Office will need to release an RFP to meet the City's timeline as well as to help families. Though the conversation is difficult, equity is a starting point for these conversations. For the past grant cycle, we first scored those that had overall high scores. The second tier of funding was given to organizations that had high program description as a measure of quality. The third tier which Yochum talked about was around geographic location. We made additional grants on a smaller level but didn't fund any single organization wholly.

Commissioner Siegel suggested funding different age groups. Older youth in workforce programs, 6 year olds should receive enrichment like art and music; they need fun and great activities that they don't get in schools.

Commissioner Riden suggested keeping the RFP status quo and allowing the transition and changes to occur at a later date. Commissioner Hecker concurred and support stability of the process with minor changes for the sake of the applicants. Hecker would keep preference and priority open for another year and allow the Commission to discuss changes for future years.

Commissioner Crump suggested preference points should be made public and clearly explained.

Commissioner Grosso suggested the additional money from the OST Office should have some direction from the Commission. It's okay to keep it open but there are gaps and the Commission should focus on resolving the gaps.

Commissioner Riden stated that she has an example where a youth has a one hour commute so that youth does not take advantage of the program at school or at home because that student is fighting to get home to be with family. That student wants to participate in the enrichment opportunity. In addition there is a need to increase the money for capacity building and if a program can ramp up, we should support that program. We need to invest in the communities that are underserved.

Commissioner Crump stated she had participated in the equity meetings and one thing that came up was transportation and available options.

Commissioner Peeler confirmed that applicants are addressing barriers to access in the proposals and therefore, Commissioners should consider that being given priority points.

Commissioner Kowalik commented that since the OST Office has more money, for the coming year focus should be on capacity building especially since people need input in the process and their voices are not being heard. It's hard to make decisions on priority points without further information.

Commissioner Kinney voiced his concern about the need for programs that prepare youth for jobs for the future. Kinney said he attended KIPP and knows people can easily venture off into different paths. Kinney is not focused on providing funds to programs for capacity-but preparing youth for the future. Commissioner Kinney stated his concern that since the most violence takes place after the school day, there is a need to provide youth with something to look forward to and prepare them for the future with skills to get jobs in the private sector and to understand the next frontier of innovation. There are not enough jobs in Ward 7 and 8.

Commissioner Kowalik questioned about the role of connecting with the schools.

Commissioner Brown commented that youth will find other programs if they are not engaged. Youth need to have engaging activities especially for older youth. Many service providers are forced to work with younger kids because of parents. For older youth, if the program is not attractive they will leave.

Commissioner Crump suggested that for the grantmaking partner, there should be a consideration for organizations' budget. It is unfair to compare small organizations to larger organizations. Yochum commented that currently in the RFP process there is no separation of the organizations based on

budget size. The RFP is defined by sections and there is one section on the budget. Organizations share budget information and how program budget fits into the overall organizational budget. There is not a standard rate that applies and per pupil funding is no longer used, instead applicants describe how money is needed and used to serve youth. All reviewers use the same rubric.

Commissioner Hecker agrees with Crump about difference in organizations and the potential to consider the next generation of organizations.

Commissioner Peeler suggested an improvement to the process by eliminating bias by having blind applications.

Commissioner Crump stated the need for grant reviewers to be trained and understand the budgets.

Commissioner Holland agreed with that the conversation around emerging organizations versus well established organizations and suggested to carve out a portion of the additional funding for capacity building. While the majority of the funding should be spent on young people, if there is an organization doing great work with hard to serve population, we should help. Holland has no concerns with funding based on geography.

Councilmember Grosso agreed.

To wrap up the discussion, Yochum asked for final thoughts:

Commissioner Riden suggested a grantmaking partner with a proven record of strong communication.

Commissioner Rasheed stated that it may be too late to make definitive changes for the upcoming RFPs, but based on relevant data we could have priority points for Wards as well as middle and high school students.

Commissioner Peeler preferred that a grantmaking partner have a proven track record, experience applying an equity lens, and has youth involved in the process. For the school year RFP, Peeler suggested providing capacity building to scale and funding emerging organizations and youth centric programs.

Commissioner Heckler suggested the school year RFP continue with the geographic priority points and remain open while having some funds available for capacity building for emerging organizations. The grantmaking partner RFP should be a good community partner, experienced with equity and consider new organizations.

Commissioner Kowalik agreed that a blind review could eliminate bias, as well as having categories for size of budget, prioritizing areas of greatest need by poverty and Ward, and balance between investing in capacity for future and investing in the present.

Commissioner Brown would suggest priority points for older youth because they have fewer services.

Commissioner Steinle commented on being grateful to Commissioners for the thoughtful discussion and wrestling with this difficult issue and that it is okay to slow down if the Commission is not ready for it.

Commissioner Riden suggested the RFP have little change since providers may not be prepared for it.

Commissioner Siegel commented on the geographic gaps where there are just no nonprofits there to serve the youth and how to support new or other organizations.

Councilmember Gross wants to see the grantmaking partner RFP before it goes out if that is possible. For the school year RFP, agrees that the comments and concerns shared by the rest of the Commission are important.

Commissioner O'Neal commented that the school year RFP have an equity lens with a focus on youth engagement and the voices of the youth; priority points maybe given to programs with wraparound services, capacity building and other support.

Commissioner Reif stated that DCPS is encouraged by the conversation and the discussion since there are a number of students on the waitlist. There are 54 schools that run afterschool programs, 40 percent are early childhood ages 3, 4 and 5 and there are not enough spots for students all over the city.

Commissioner Kinney commented that the RFP should focus on reducing the gap and violence prevention. The Commission needs to prioritize services with results and provide youth the opportunity to see their future and how to make money in the future. Youth in ward 7 and 8 need tools for the future. The Commission needs to focus on jobs to succeed; jobs to go into private sector and next frontier of innovation.

Commissioner Holland confirmed that blind review should be considered and that the grantmaking partner should support newer organizations.

Commissioner Crump suggests that priority points should be granted to support new organizations and the need for a grantmaking partner who is willing to learn. The grantmaking partner needs to understand the organizations in the community. Additionally there are organizations serving youth who have not been funded and that the Commission is accountable for ensuring all organizations have access.

Yochum thanked the Commissioners for the discussion and confirmed the importance for the Commission to have some input into the RFPs.

#### **VII. Draft Bylaws**

Due to time constraints the discussion on the bylaws was tabled for next month.

#### **VIII. Strategic Plan Discussion**

Yochum reminded the Commission about the need to meet the deadline for achieving a strategic plan and asked Commissioners to write down high level goals and ideas for the strategic plan.

#### **IX. Adjournment**

Commissioner Riden moved to adjourn at 7:36, Commissioner Hecker seconded the motion. Unanimous approval, motion carried.

## Appendix A

# The Commission on Out of School Time Grants and Youth Outcomes



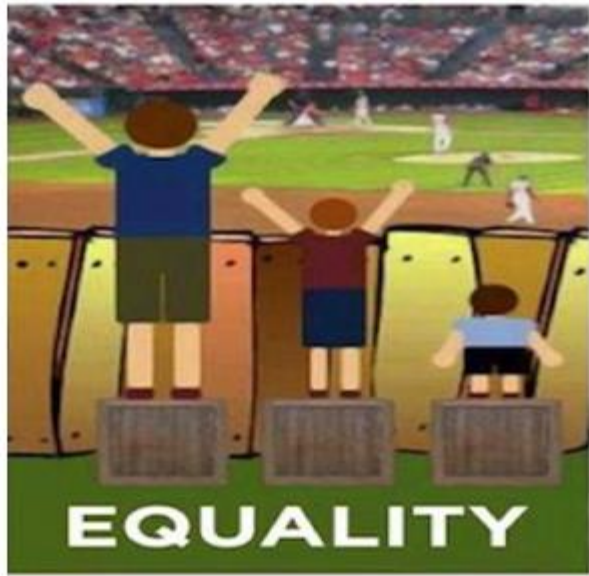
### Mayor's Budget FY2019

	Reoccurring	One Time Increase	Total	Grants Subtotal
FY19	\$4.9m	\$8m	\$12.9m	\$10.9m

FY18 OST Office total is \$6.2m.







DME   
OFFICE OF THE DEPUTY MAYOR FOR EDUCATION

LEARN   
LEARN24.DC.GOV



DME   
OFFICE OF THE DEPUTY MAYOR FOR EDUCATION

LEARN   
LEARN24.DC.GOV



### OPPORTUNITY



### OWNERSHIP



PRIORITIES RAISED BY PROVIDER COMMUNITY	ACTIONS PROPOSED BY OST SET-UP TEAM
Youth voice that aids in citywide program options	Engage youth in needs assessment
Program Quality	Use the reviewers' scores from the program section of the proposal narrative as a proxy for program quality
Funding	Consider funding multi-year District grants and also identify national and federal funding options
Poverty	Prioritize funding to align with % of youth living in poverty
Program Staff Quality	Provide continuing professional development in alignment with core competencies in the field
Trauma and Social/Emotional Needs of Youth	Provide specific professional development and processes to refer youth who may need clinical services
School & Community resources and assets	Determine community assets in needs assessment
Geography	Assess ward information for the current cycle and further refine geographic considerations as more data such as neighborhood or census tract becomes available
Expand the definition for "at-risk" youth	Accept a wider range of indicators for this grant cycle
Partnerships across organizations	Connect organizations and create a program finder
Family Engagement	Determine family requirements in needs assessment

