

OFCY Meeting for
Comprehensive
Afterschool Programs
October 1, 2020

**Connect,
Communicate &
Collaborate**

Agenda

- Introductions/Opening
- Summary of Effective Practices & Concerns
- Grantee Sharing
- OFCY Grant Management Update
- Closing/Reflection

Questions & Concerns

Virtual push-in services

- Effectiveness
- Working with dayschool teachers and admin
- Professional development

In-person services

- When? Timeline?
- How to cover the cost of PPE and COVID testing?
- What additional safety measures to keep students and staff safe?

Grantee Sharing

- Effective practices – What is working well? What can you share with others?
- What are you planning on doing in the coming months?
- What supports or resources do programs need? What are other concerns?
- What do programs need from OFCY?



OFCY Grant Management Updates

FY2020-2021 Progress Report Due Dates

- Q1: Friday, October 9, 2020
- Q2: Friday, January 8, 2021
- Q3: Friday, April 9, 2021
includes Match Funding
Report
- Q4: Friday, July 9, 2021

Quarterly Scope of Work Modifications

Activities & Demographics Modification

- Every quarter, if needed, you will have the opportunity to modify your scope of work by submitting a modifications request through Cityspan.

Budget Modifications

- Budget modifications are only necessary if there is more than a 10% variance in a budget line item from what was approved.

Cityspan Changes for Comprehensive Afterschool Programs

Remote Activities

Program Attendance tracked through Group Activities

This will include services provided to students enrolled in your program like tutoring, wellness checks, physical activities, etc. Whether the interaction is 5 minute phone call or 50 minute google classroom, you will track these remote services through a Remote Master Sign-in group activity.

Events

Community Impact will be tracked via the Cityspan Events tool.

This category will include services such as working at food distribution, technology distributions, and/or materials distribution. The numbers reported here can include students whether they're enrolled in afterschool programs or not.

Locations: Virtual Programming

1) Select **Locations**

2) Click **Add Location** (yellow tab)

3) Enter all required fields

- Service Site Name – **VIRTUAL**
- Service Site Type – choose **Virtual** from dropdown list.
- Street Address – N/A
- Zip Code – N/A
- Council District – N/A
- Click **Create**

PARENT/GUARDIAN CONSENT FORM

(For participants age 17 and under)

EVALUATION OF PROGRAMS

The Oakland Fund for Children and Youth (OFCY) provides grants to many programs serving youth and their families in Oakland. OFCY programs serve thousands of youth ages 0 to 21 and their parents/ caregivers and include everything from parent education programs to youth leadership and career development programs.

All programs funded by OFCY are required to participate in an independent evaluation. Part of this requirement is to report on who is served and how much and what types of services participants received. Grantees enter this service information through a secure, password-protected online grant management system. **However, no single participant will ever be identified in any evaluation. Data is only used in the aggregate to report program and fund performance.**

As part of the evaluation, children and youth may be asked to complete surveys and participate in focus groups. The survey, intended for children in third grade and above, asks what children and youth do in their program, how much they like what they do, and demographic information. **Again, no specific child or youth will be identified in evaluation reports. Survey and focus group findings will only be summarized.**

☒ I give permission for my data to be used in evaluation of OFCY funded programs.

Your Child's Name (please print): _____

Your Name (please print): _____

Parent/Guardian Signature: VERBAL/VIRTUAL CONSENT PROVIDED Date _____

VERBAL/VIRTUAL CONSENT OBTAINED BY: STAFF NAME

SERVICE(S) PROVIDED: CASE MANAGEMENT BY PHONE

PHOTO/VIDEO RELEASE

During your child's participation in the OFCY-funded program, they may participate in an activity that is being photographed or video recorded. **These photographs/video recordings may be used with your permission for OFCY promotional purposes.**

The evaluation and photos/videos help tell the story of the impact of OFCY funded programs. This helps to inform the Oakland community about the positive benefits resulting from the public investment of OFCY funds to support programs serving children and youth presently and in the future.

☒ I give permission for OFCY to use photographs or videos of my child.

Parent/Guardian Signature: _____ Date _____

Obtaining Consent for Virtual Programming

Add OFCY language into existing program consent form or virtual program registration/consent form.

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Evaluation Activities

- **Participant Surveys (now – spring 2021)**
 - Online versions available in English & Spanish
 - Links on Evaluation Spreadsheet
 - Fill out request form for language requests and hard copy requests
 - If printing surveys, please make sure all 4 anchoring corners are visible
 - Surveys due April 30th
- **Parent Surveys (fall/winter 2020)**
- **Program Staff Surveys (winter 2020)**
- **Program Interviews (spring 2021)**

Closing & Reflection



Temperature Check



Next Steps



Thank You