

FY 24 Request for Proposals: Out-of-School-Time Programming for Students in the Care of DC

Save my progress and resume later | [Resume a previously saved form](#)

Submitting Organization

Organization name *

Organization EIN *

Contact Information

First and last name *

Position *

Email *

Phone number *

Program Summary

Anticipated number of students per week *

Anticipated hours of programming per week *

Program length (number of weeks) *

Proposed sites *

- Youth Services Center
- New Beginnings
- The District of Columbia Jail

Check all sites where you can offer programming. Organizations that are available to serve any site will be prioritized.

Total budget *

Estimated cost per programming hour (from budget template) *

Program Questions

As part of the selection process, we will present subcontractor proposals to the incarcerated students who will be involved in programming. How would you pitch your proposed program to your future students? (Up to 500 words) *

Please provide an overview of the organization, including organizational history and mission. (Up to 500 words) *

Why does the organization want to serve incarcerated students? What experience do you have designing and implementing programs for marginalized youth? (Up to 750 words) *

Please describe in detail the proposed program. Include typology of proposed activities, subjects and areas of focus, learning goals, curriculum, and supplies. Explain in detail how the proposed program is aligned with the positive youth justice framework. Specifically, articulate how the program curriculum and facilitation will result in at least two of the outcomes in the domain for learning and doing, and at least two of the outcomes in the domain of attachment and belonging, as defined in the RFP.

We consider a program a series of lessons, workshops, or sessions building off each other, with a cohesive curriculum and an overarching goal/final product. If you are planning to offer theater workshops twice a week for 10 months, starting with improv technique workshops and leading to a final student performance, you should describe this series of workshops as an individual "program", regardless of the number of facilities in which it will be offered. If you plan to offer a series of creative writing workshops and a series of culinary arts workshops, with no shared goals or curriculum, you should describe them as separate programs.

You may list and describe up to 5 programs by selecting 'Add another response' below. (Up to 750 words per program) *

[Add another response](#)

How often do you plan to offer programming inside correctional facilities? How many students do you plan to serve? Please describe program dosage and number of students served. (Up to 250 words) *

Please describe the experience and expertise of the instructors / facilitators who will be leading the after-school-time programming. If you have not hired instructors and facilitators yet, please describe your selection criteria and required qualifications. (Up to 500 words) *

Please describe the experience and expertise of the site coordinators. If you have not hired site coordinators yet, please describe your selection criteria and required qualifications. (Up to 500 words) *

How do you plan to track student attendance and collect feedback on your programs? How will attendance and student feedback be shared with the coordinating entity? (Up to 500 words) *

Attachments

Note that there is a 35MB limit for each of the following responses. For larger files, please use the open text box below and provide a link to the file.

Budget (see budget template, Attachment B in the Request for Proposals) *

Choose File No file chosen

Documentation of student artifacts (a minimum of 1 and maximum of 3 videos, pictures, or texts created by students and/or documenting students' activities) *

Choose File No file chosen

To upload more than one file, select 'Add another response' below.

[Add another response](#)

A detailed sample plan for a 90-minute session (plan should include list of activities and time allocated, goals, supplies, and any other relevant information) *

Choose File No file chosen

IRS determination letter *

Choose File No file chosen

Income statement and balance sheet for last completed fiscal year *

Choose File No file chosen

Current board approved organization budget *

Choose File No file chosen

Instead of uploading the document, please provide a link below for any file over 35MB.