

# ARCHS Summer Youth Development Programs Proposal

## Description

---

Annually, and as resources are available, ARCHS provides funding to support summer programs and camps for school age youth (5-16 years old). For those interested in applying for summer funds for FY 2024, please note that the funding period is from May 1st-June 30th, 2024. This means that any services occurring after June 30th, 2024 will not be eligible for reimbursement.

### **Before submitting your proposal please note the following criteria:**

1. ARCHS' funding is intended to serve students in under resourced families (i.e. those living at or below federal poverty levels, families that would be eligible for free and reduced lunch programs)
2. Students that are supported by ARCHS funds must receive services at no cost (for ARCHS' funded programs)
3. Programs will be required to serve a minimum of 20 students to be eligible for funding
4. Programs must be licensed or obtain license exemption status for the summer prior to the start of the program

***If your program is not currently licensed or exempt for the summer, please complete the exemption form and submit to DESE.***

***Link to form on DESE Website***

### **This funding is intended to specifically support:**

Youth Development Summer Programs: Full or half-day programs (minimum of 4 hours) providing safe, structured, and engaging activities for youth during the summer.

## Contact Information

---

1. Name and title of person completing proposal: \*

2. Name of program contact (if different from person completing proposal):

3. Contact phone number: \*

4. Contact email address: \*

5. Executive Director name: \*

6. Executive Director email address: \*

7. Executive Director phone number: \*

## Organization Information

---

8. Name of organization: \*

9. Organization address: \*

10. Organization website \*

11. Is your organization a 501(c)3 non-profit? \*

Yes

No

12. Organization mission statement: \*

**Program Information**

---

13. Please list the name and address of each program site \*

14. Is your program or site currently licensed to operated during the summer?  
Please check the licensing status that best describes your program. \*

- Yes - Licensed
- Yes - License Exempt
- No - License Exemption Form Submitted

15. Type of exemption \*

16. Program start date: (MM/DD/YYYY)

(first date of programming or date of first session if multiple sessions will be offered) \*

17. Program end date: (MM/DD/YYYY)

(last date of programming or date of last session if offering multiple sessions) \*

18. Hours of operation \*

19. Days of the week the program will operate

\*

20. Ages of youth intending to serve \*

21. How many youth do you anticipate serving (min 20) \*

22. Program eligibility requirements (if applicable): \*

23. Staff:Child ratio \*

24. Provide a brief description of your program \*

25. Describe at least one program goal - a general statement of what your program hopes to accomplish:

(e.g. Students will develop social emotional skills.) \*

26. Describe your program's strategies that will be used to achieve your stated goal(s):

(e.g. Students will learn how to self regulate their emotions using meditation. Students will learn to express feelings appropriately by increasing vocabulary of feeling words.) \*

27. Describe how your program measures success, including any tools or instruments you use: \*

### Program Expenses

---

28. Are there fees associated with your program?

\*REMINDER - ARCHS prioritizes funding projects intending to provide FREE programming to children/youth\* \*

- Yes
- No

29. How much will the fees be for program participants? \*

30. Amount of funding requested: \*

### Supporting Documents

---

Please attach the following documents:

31. Current program license or license exempt documentation from DSS (if licensed for 10 months please complete DC-20 form or contact your licensing representative) \*

Browse...

32. Program brochure for recruitment \*

Browse...

33. Program schedule \*

Browse...

In order to submit budget information for your program, you will need to click the links below to access and save the appropriate forms:

Download the Grant Budget and Narrative Justification Form for detail on Personnel, Fringe Benefits, Travel, Equipment, Supplies, and other expenses.

**Do not alter the format of these forms when submitting.**

- ARCHS Grant Budget and Narrative Justification Form
- ARCHS Grant Budget Form

34. Please attach both completed budget narrative and grant budget form: \*

Browse...

**Thank You!**

---



Thank you for your submission.