

2023 Summer Learning Program Proposal

Summer learning programs have the potential to help children and youth improve their academic performance. This is especially true of children from low-income families who might not otherwise have access to educational resources throughout the summer months and for low-achieving students who require additional time to master academic material. While the research indicates that learning loss varies by grade level and student characteristics, the average loss equates to approximately one month of instruction and this loss may be cumulative over time.

Because many children lose learning over the summer and some children need more time to master content, participation in summer learning programs should mitigate learning loss and have the potential to produce achievement gains.

Listed below are characteristics of effective summer learning programs. The Children's Services Council of St. Lucie County will give priority to those programs which demonstrate ability to implement these standards:

- Smaller child ratios – at most 20 children per staff member
- Differentiated Instruction – individualized instruction and support for children yield positive outcomes
- High-Quality Instruction – integrate certified teachers into program or provide professional development and coaching for existing staff to improve instruction in summer learning programs
- Blend academic learning with engaging activities – provide children with opportunities for experiential learning, community service, and skill building.
- Comprehensive Programming – provide children with engaging and enriching learning opportunities that help all children learn new material and revisit previously learned material
- Encouraging & Supporting High Attendance Rates – maximize attendance by addressing key factors impacting attendance: transportation, full day of programming, engaging activities blended with academic content
- Appropriate Duration of Program- the longer children engage during the summer, the more likely they are to have positive achievement outcomes the next year. (Minimum 8 weeks: 5 days/week, 8 hours/day)
- Parental Involvement – increased buy-in from parents leads to increased attendance and greater incorporation of learning strategies into the home
- Effective Evaluations – ensures programs continuously and successfully integrate key elements of effective summer programs and can be important tool Boards can use in developing quality summer learning programs.

For programs working with elementary school-aged populations, literacy instruction is recommended as part of learning components. For those programs working with teenagers, in addition to learning components, career exploration and/or job readiness skills are encouraged.

The Summer Learning Program Proposal will follow the timetable below:

Timeline:

December 2, 2022.....Release of Request for Proposals
December 15, 2022 Bidders' Conference for interested agencies
February 6, 2023.....Proposal deadline by Noon
April 13, 2023 Funding Recommendations and Council Funding Decision
May 2023Contracts and Budgets for Approved Proposals

SUMMER RFP OUTLINE

Organization Overview

- Name of Organization
- Executive Director
- Agency Address
- Telephone
- Fax
- Email

Program Summary

- Program Name
- Program Director
- Program Primary Address
- Program Start and End Dates
- Program Days/Hours of Operation
- Amount Requested from Funder for FY 2023
- Budget Line Items Narrative and Calculation for amount Requested from CSC
- Total Proposed Program Budget for 2023

Questions:

Program Services

- Provide a summary of the summer learning program and include how the program will mitigate summer learning loss.
- Detail the need for the program/service in the targeted area.
- Detail the educational components and structure, including the assessment and curricula being utilized, and/or career exploration and job readiness skill development.
- Detail the physical/recreational activities that will attract participants and encourage high attendance rates. Include frequency and duration of activities.
- Detail the nutritional component of the program and whether the program anticipates participating in the Summer Food Program.
- Detail any planned field trips including plan for adequate insurance coverage, use of safe transportation, and appropriately licensed and trained drivers.
- Detail the proposed staffing pattern for summer learning program and include qualifications required for all staff.

- Staff to child ratio.
- Detail the background screening procedure for employees and volunteers (at a minimum must comply with Level 2 screening standards as outlines in [Florida Statues 435.04](#)).
- Describe program's plans for identifying, recruiting, retaining, and following up (tracking) the target population.
- Fees (if any): If you are charging fees, please provide the fee structure required for participation. What fees are charged, if any, including registration per child? If using a sliding scale, be specific in detailing the criteria and the amount to be paid by families for their child's enrollment and any provisions for sibling groups or families with inability to pay.

Population to be Served

- Target population grid

Educational Outcomes/Activities Matrix: will be required to submit Summer Outcome Report

- Outcomes Statement
- Program completes following sections: Activities, frequency, responsible parties, expected outcomes, data sources, time of measurement, Community Indicator.

Program and Agency Budget

- Total Budget (including other funding sources and in-kind), Program Budget, Amounts Requested from CSC, Program Expense Narrative and Calculations for line item amounts requested from CSC.