

Summer 2026 Youth Development
Request for Applications
Pre-Proposal Conference
December 11, 2026



MAKING CONNECTIONS. IMPROVING LIVES.



- Family League Overview
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- Project Description
- Project Components
- Requirements
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- Review and Selection Process
- Timeline
- **Questions & Answers**





Invest in Communities

Family League invests in strategies and initiatives to create **lasting change** for children and families. To do this, we work with an array of program partners who seek to **transform communities and achieve sustainable impact**.

Family League of
Baltimore collaborates
with key stakeholders
to support youth,
families and
communities across
Baltimore City.

Family League has been successful in braiding resources together to maximize the impact of each dollar invested in support of priority areas.

Family League leverages resources to serve Baltimore's children, youth, and families through our participation as a convener, implementation lead and collaborator.







Family League LMB Portfolio Map

CRADLE TO CAREER EDUCATION

Initiatives

- Home Instruction for Parents of Preschool Youngsters (HIPPY)
- Community Schools and Out of School Time
- Thriving Youth Programs
- Professional Development

Collaboratives

- Baltimore School Climate Collaborative
- Baltimore Summer Funding Collaborative
- Baltimore City Early Childhood Advisory Council
- Baltimore City's Community Schools Steering Committee
- Maryland Coalition for Community Schools
- Baltimore City Wide Summer Coordination Meeting
- Maryland State Early Childhood Advisory Council

HEALTHY FAMILIES

Initiatives

- B'More for Healthy Babies (BHB)
- Youth Services Bureau
- Food Justice
- Family Recovery Program
- Local Care Team
- Professional Development

Collaboratives

- Fetal and Infant Mortality Review
- Child Fatality Review
- BHB Steering Committee
- BHB Community Advisory Board
- Baby Basics Coalition
- Food Policy and Action
- Maxwell Workgroup Committee
- Core Implementation Team for BHB
- Baltimore City Local Health Improvement Coalition (LHIC) Youth Engagement Subcommittee

ECONOMIC SECURE FAMILIES

Initiatives

- Family Stability
- Professional Development

Collaboratives

- Greater Baltimore Committee
- Certificate of Deposit Account Registry Service (CEDARS) Financial Institutions

SAFE AND THRIVING COMMUNITIES

Initiatives

- Adaptive Village
- Professional Development

Collaboratives

- Morgan Center for Urban Health Equity
- Morgan State University Foundation
- Baltimore Summer Funding Collaborative
- Baltimore City Wide Summer Coordination Meeting

Baltimore's Action Plan Efforts





Building Public Safety

Clean and Healthy Communities

Equitable Development

Responsible Stewardship of City

Resources



Overview



There has been an increased demand for youth development programming in Baltimore City.

Family League is excited to provide funding to <u>current</u> Family League funded partners to expand **quality**, **structured** summer learning opportunities across Baltimore.

Summer programming helps keep youth stay safe, engaged, reduce summer learning loss and more.



Family League's Youth Development Portfolio



Family League braids together funds to support dozens of Funded Partners delivering diverse youth development programs across Baltimore City:

- > School Based Programming Comprehensive programming operating in 70 K-12 Community Schools in Baltimore:
 - High School OST College & Career Readiness focus
- Diverse Youth Development Programming:
 - School Day Enrichment Programming
 - Summer Programming
 - Programming that provides barrier removal and wraparound services to youth (including older youth):
 - Helps connect youth to school and/or work
 - Provides reentry supports for youth involved with the juvenile justice system.



Project Description



Structured summer programming/experiences must operate for at least two weeks between July 1, 2026, and August 31, 2026, serving diverse youth in need of additional support.

➤ While this grant opportunity is open to all current Family League funded partners serving students grades K-12 and youth and young adults up age 24, local data has highlighted the need for programming for older youth and young adults (14 through 24).

Program options may include:

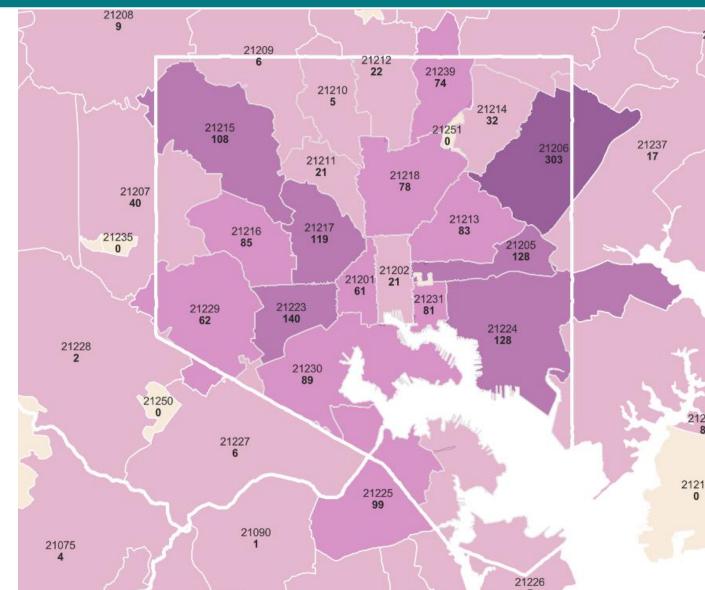
- ➤ Single Focused/Specialized
- **>** Comprehensive
- **≻** Academic
- Project-Based Learning/Youth-Led Projects
- > Other (e.g. , Mini Camp , etc.)



Project Description



Programs primarily served youth from the historically disinvested neighborhoods of the "Black Butterfly."











Program Quality



PROGRAM QUALITY

Youth Voice Planning & Reflection	YOUTH ENGAGEMENT	
Building Community Cooperative Learning Homework Help	PEER INTERACTION	
Active Learning Ask-Listen-Encourage Reframing Conflict	SUPPORTIVE ENVIRONMENT	
Structure & Clear Limits	SAFE ENVIRONMENT	
Teen Advisory Council Introduction to Youth Development	YOUTH VOICE IN GOVERNANCE PROFESSIONAL LEARNING COMMUNITY	CENTER FOR YOUTH



Project Components



- Collaboration with diverse **stakeholders to** plan, implement, and assess programming that meets identified needs
- Recruiting and retaining youth with the highest level of need.
- Innovative in-person programming
 - Hybrid program components are acceptable, but in-person programming should be the primary modality
- > Intentional programming where program activities are aligned to explicit goals set for meeting young people's needs
- ➤ **Positive climate** that supports the developmental, emotional, physical, and mental well-being of youth and staff.



Project Components



- Active & Engaged Learning that includes culturally relevant, meaningful activities or learning opportunities that expand youth and serve their cognitive, physical, social, and emotional development while responding to their interests and building skills for success in school, work, and beyond.
- > Strong Staffing Plan/Structure to meet established goals and objectives. This includes employing and supporting quality, competent staff who value diversity/inclusion, positive interactions and safety.
- ➤ Youth voice, choice, and leadership Intentional opportunities for youth to play a meaningful role in program design and implementation including, but not limited to, exercising choice and access to leadership development/roles.



Funded Partner Requirements



- Adhere to **Weikart's Youth Program Quality Assessment (YPQA)** framework, which focuses on the quality of experiences young people have in programs in the following domains: *safe*, *supportive*, *interactive*, *and engaging environments* that:
 - Ensure a safe, clean, and accommodating physical space for young people;
 - Develop and adhere to policies and procedures that are responsive to **safety mandates and requirements** (e.g., criminal background checks for staff/volunteers, emergency preparedness, adherence to 15:1 youth to adult ratio or less etc.);
 - Employ and support quality, competent staff (including a Site Manager) who value diversity/ inclusion, positive interactions and creating safe and supportive environments that build the developmental, emotional, physical, and mental well-being of youth and staff.
 - Serve healthy meals and/or snacks and ensure youth have access to safe drinking water; and
 - Incorporate **youth voice, choice, and leadership** into programming.
- Create a spending plan that reflects maximizing resources/stewardship.
- > Participate in at least one site visit, if requested by Family League staff; and
- Complete Family League <u>data deliverables</u> by required due date including, but not limited to, submission of **daily attendance records** for all participants, operating days, enrollment and demographic data, and **expense/program reports**.

Please note, if operating in a **school building**, applicant must obtain and then upload a school leadership letter of support with the application in FUNDINGtrack.



Reporting Requirements



Reporting Submitted in INSIGHT

- Enrollment and Demographic Data (INSIGHT)
 - Enter complete and accurate enrollment and demographic information for all participants
 - Best to enter at start of the program, due by 9/15/26
- Daily Attendance data
 - Must enter daily attendance for each participant on the INSIGHT Tracker
 - Best to enter at the end of each programming week
 - Must be entered to complete End of Program Narrative report, due by 9/15/26
- End of Program Narrative:
 - Answer narrative questions to reflect on the summer program
 - Program team can support
 - To be completed after program completion, by **9/15/26**
 - The report will auto calculate and two performance measures:
 - # Served one or more days
 - % Average daily attendance of enrolled youth



Reporting Requirements, cont.



Reporting Submitted in FUNDINGtrack

- Post-contractual Documentation
- Expense Report
 - A line-item report of all program costs by 9/15/26





End of Program Report

Partners must submit an End of Program Report between the end of the program and September 15th, 2026 via the INSIGHT platform.

This report will include narrative responses about the successes and challenges of the program as well as progress toward performance measures.

The data will be use to calculate and report on two performance measures:

- # youth served one or more days
- o # / % average daily attendance of enrolled youth

Average Daily Attendance was 86% in Summer 2025!





Data & Evaluation Tools and Requirements

All site managers must be trained to use INSIGHT.

- Partner staff can do this in group or 1:1 virtual training.
- You can always contact our team over email or phone to get more support.

Partners will use **INSIGHT** Salesforce web platform to track youth

data on:

- Enrollment
- Demographics
- Daily attendance







Applicant Eligibility and Requirements



- Be a current Family League youth development Funded Partner;
- Serve children and youth in Baltimore City;
- Qualify as a non-profit with 501(c)(3) status, a for-profit corporation, or a public entity;
- Have been in operation under the same organizational name for a minimum of two years;
- Be in Good Standing with Family League of Baltimore, if a current or past Funded Partner;





Applicant
Eligibility and
Requirements
(cont.)

- Be in "Good Standing" with the State of Maryland.
 Must provide a PDF copy of the Certificate of Good
 Standing dated within the past 30 days. Screenshots
 of the State Department of Assessment and Taxation
 will not be accepted;
- Submit the organization's independently Audited
 Financial Statements dated within the past 12 months
 (Requests of \$50,000 or more) OR Form 990 dated
 within the past 12 months (Requests under \$50,000);
- Provide evidence of organizational capacity to implement a quality program as outlined in the RFP; and,
- Provide a clear and concise operating budget.



Budget Requirements



Be sure that the Budget:

- Does not exceed the award amount;
- Does not include in-kind contributions;
- Corresponds to the applications funding request;
- Ensures administrative costs, if applicable, do not exceed 10% of total direct costs; and
- Is consistent with the program design/plans outlined in the corresponding application narrative.



Submission Requirements



Applicants are required to submit Applications through
 FUNDINGtrack, Family League's online grants management system accessible through https://flb.fluxx.io

Applicants must be registered in FUNDINGtrack.

Applicants are highly encouraged to register early!



Review and Selection Process



Technical Review and Cure Period

Once the application period closes, each application undergoes a **Technical Review**, during which the Grants & Contracts Team ensures that the application is complete, all required documents have been submitted, and that the documents are acceptable (e.g., correct document, dated appropriately, etc.)

- If there are no issues with the application, it moves to External Review;
- o If there are issues with the application (e.g., incomplete responses, missing documents, unacceptable documents, etc.), applicants are notified via email that they have the opportunity to "Cure" the application. All issues must be resolved by the deadline provided or the application will not move to External Review.
- No extensions are possible for the opportunity to Cure.

Review and Selection Process (cont.)



External Review

Once the application passes Technical Review, it undergoes **External Review** by Family League's Community Advisory Board (CAB), a group of community members from diverse geographical areas and backgrounds. This group has been well-briefed on the procurement and has actively participated in the process throughout the planning process. Applications are reviewed and rated using a standardized scoring tool.

Internal Review and Approvals

The CAB recommendations are further reviewed by members of Family League's Leadership and Senior Management Teams prior to final funding decisions.

Determination Notices

Once funding decisions have been decided, all applicants will receive a **Determination Notice** indicating if they have been selected for funding.



Administrative Contracting Documentation (post-Contract)

The selected applicant will receive an official Award Letter and Contract Packet via DocuSign and the following Administrative Contracting Documentation must be on file prior to receiving any payments:

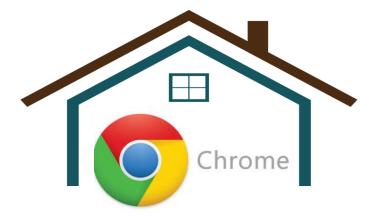
- Certificate of Good Standing dated within the past 30 days
- Certificate of Insurance
- Audited Financial Statements/Form 990 dated within the past 12 months
- Confidentiality Policy
- Conflicts of Interest Policy
- COVID-19 Safe Environment Acknowledgement Form
- Criminal Background Check Policy
- Drug & Alcohol Abuse Policy
- Financial Policies & Procedures
- Grievance Policy
- Record Retention Policy
- Subcontractor Policy



How to Access FUNDINGtrack



1 There's no place like...



2 https://flb.fluxx.io



	FAMILY LEAGUE OF BALTIMORE			
Welcome to Family League's FUNDINGtrack				
Login Now: Your Name	Family League of Baltimore's FUNDINGtrack serves applicants and Funded Partners. New applicants can submit proposals Online through the portal. Existing Funded Partners can access active and closed contracts as well as create a new proposal.			
Sign in	Those applying for the first time will need to regis by selecting "Register" below. Your login credent are emailed to you following submission of the registration form. It is quick, easy, and only requi			
Reset or create password	Applicants are encouraged to complete the registration process well in advance of submitting an application.			
	Questions or problems, contact us at:			
	support@familyleague.org			
	443-423-0910			
	Please note that this system requires Chrome.			
	Download Chrome Register			
	♣ FLUXX			

Privacy Policy Accessibility

Complete Registration Form & Submit



LIVES.

Registration Form	Tax ID
Registration Form	Please enter the Federal Tax ID in the following format: XX-XXXXXXX
Organization Information	DUNS Number
Organization Name (Legal Name)	Tax Class
anization Acronym	Organization Operating Budget
rganization Phone	
authorized Official Name	Contact Person Information
horized Official Title	Prefix
horized Official Email Address	First Name
Vebsite	Last Name
Idress 1	Title
ddress 2	Work Phone
City	E-mail
Country	
United States State/Province	Please note that all fields in BOLD are required.
·	
ostal Code (Zip)	Cancel Submit Request

Welcome Email & Create Password



New User Information > Inbox x





Family League FUNDINGtrack do-not-reply.grants07-us-east-1@fluxx.io via amazonses.com

to me -

Welcome to Family League's Fundingtrack Grantee Portal!

To get started, please navigate directly to our website at https://flb.fluxx.io using Chrome and use the following credentials to access your account:

- * User Name: Your Username@email.com
- * Password Setup Link: https://flb.fluxx.io/token/9656ed7fc422b3abc7111f2628d6534bd41d366629a4d7b02b



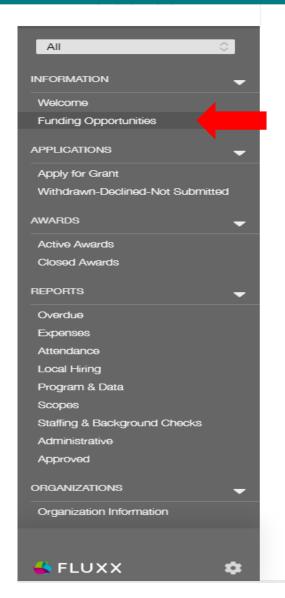
As part of our onboarding process, we require ALL new users to undergo FUNDINGtrack training. This is an easy and informative 1 hour session to h one of our upcoming monthly training sessions, please follow the link to our PD Calendar. If you need immediate training, we also offer personalized session FUNDINGtrack Navigation - Partner Training.

Our dedicated support team is here to help. Reach out to us at support@familyleague.org or give us a call at 443-423-0910, and we will be more that





Log in with credentials and navigate to Funding Opportunities



OF BALTIMORE

Funding Opportunities

Invitation to Present (ITP) Application for Professional Development Facilitators

In the application, please be sure to select "2024" as the Fiscal Year. Save the application and then Edit to complete the process.

To view details of this Application, please go to: https://familyleague.org/funding-opportunities/

Please click here to proceed to the Invitation to Present (ITP) Application

Request for Qualification (RFQ): Community Advisory Board (CAB) Consultant

In the application, please be sure to select "2024" as the Fiscal Year and "Community Advisory Board (CAB) Consultant" as the Program Type. Save the application and then Edit to complete the process.

To view details of this RFA, please go to: https://familyleague.org/funding-opportunities/

Please click here to proceed to the RFQ: Community Advisory Board (CAB) Consultant



Submission Assistance



For assistance with issues while using **FUNDING***track*, contact the help desk, available between 8:30am and 4:30pm

Email support@familyleague.org OR Call **443-423-0910**Always provide as many details of your issue as possible:

- -Your name
- -Brief description of issue
- -Program type
- -Organization
- -Site/School
- -Screenshots
 - Applications and all required documentation must be submitted by January 9, 2026 4:00pm EST.

Technical Support



- For questions or problems using FUNDINGtrack, contact the help desk, available between 8:30 a.m. and 4:30 p.m.
 - Support@FamilyLeague.org
 - 443-423-0910
- Please copy fundedpartnerships@familyleague.org on all support requests.





Timeline*

KEY DATE	ACTIVITY
December 3, 2025	RFA posted
December 11, 2025	Deadline to Submit Questions
December 11, 2025	Pre-proposal Conference
December 16, 2025	Q&A Posted to Family League website
January 9, 2026	Submission deadline (by 4:00 pm)
January 10 – 30, 2026	Technical Review and Cure Period
February 2 – March 23, 2026	Application Reviews and Approvals
March 30, 2026	Determination Notices



Questions?



Answers to questions discussed at the pre-proposal conference will be posted on Family League's website at www.familyleague.org/funding-opportunities.

Additional questions can be submitted to fundedpartnerships@familyleague.org.

