# Part 2 Application: Guidance and Template

## Learning and Assessment:

Part 2 Applicants must complete a Learning and Assessment Plan for each Focus Area Funding Strategy selected in the Part 1 Application. Philanthropy Leads are available to provide guidance and support in the development of your learning and assessment plan.

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| **LEARNING AND ASSESSMENT PLAN** | |
| **Question** | **Guidance** |
| **Why did your organization select this strategy?** | Describe how the strategy meets a need in your community and how the strategy is aligned with your organization’s mission. |
| **What is your organization’s approach to implementing the selected strategy?** | Describe any framework, curriculum, staffing structure, or community engagement you plan to use in the proposed work. Use this section to highlight alignment with Youth Health and Well-Being [Grantmaking Guiding Principles.](https://caringforcolorado.org/wp-content/uploads/2024/10/GrantmakingGuidingPrinciples_YHWB.pdf) |
| **Define at least one objective and subsequent outcome for this strategy.** | *For this application, the selected funding strategy is the “goal” in your learning and assessment plan.*  **GOAL: What do we want to achieve?**  Goals are broad, general statements about what you wish to accomplish with the assessment in the long term. Goals provide the framework for defining more specific assessment objectives and outcomes.  **OBJECTIVE: How are we going to achieve it?**  Objectives define the steps you will take to achieve the goals of the assessment. Objectives should be specific, measurable, achievable, relevant, and timebound.  **OUTCOME: How do we know we have achieved it?**  Outcomes define the specific results you wish to accomplish. There should be at least one outcome associated with every objective. |
| **How will your organization measure progress on the objective(s) and outcome(s) defined above?** | Describe the methods used to collect data and measure progress against objectives and outcomes, including any specific tools or instruments. |

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| **LEARNING AND ASSESSMENT PLAN: EXAMPLE** |

*The example below is meant to be illustrative, not prescriptive. There are countless ways to successfully describe organizational learning and impact.*

**STRATEGY 1:** Create the conditions young people need to cultivate healthy, supportive relationships and social networks with peers, near-peers, and trusted adults.

1. **Why did your organization select this strategy?**

Supporting young people in the development of healthy relationships with peers and trusted adults is the cornerstone of our mission. Our everyday programming is designed with developmental relationships in mind.

1. **What is your organization’s approach to implementing the selected strategy?**

High-quality, comprehensive out-of-school time programming has long been recognized as promising practice for supporting young people in development of healthy relationships and a sense of belonging. Our approach to this work is focused on the recruitment, retention, and training of passionate, professional youth development staff, who provide informal and formal mentoring, coaching, and support to young people who attend our neighborhood-based center locations. In addition to daily, formal evidence-based programming, young people also have the opportunity to build relationships with peers in a positive, safe, and informal environment. Based on research, we know that the frequency of youth attendance is highly correlated with positive outcomes—the more they attend, the more benefits they experience. As such, our approach includes encouraging and measuring regular attendance (at least 104 times per year).

1. **Define at least one objective and subsequent outcome for this strategy.**

OBJECTIVE 1: Provide out-of-school time programming for 500 young people, ages 9 to 18, every day after school, on Fridays, and during school breaks for a total of 24 hours per week during the school year and 40 hours per week during school breaks, including a 10-week summer program.

OUTCOME 1: 80% of registered participants will attend programming at least 104 times per year.

OUTCOME 2: 80% of participants who attend at least 104 times per year report that they have at least one adult staff and one peer who they can go to with a serious problem.

1. **How will your organization measure progress on the objective(s) and outcome(s) defined above?**

Program attendance is tracked through an online platform, Efforts to Outcomes (ETO). Staff implement a quarterly *Outcomes Survey* to measure participant experience, including questions related to relationships with staff and peers. Our staff review attendance data monthly and *Outcomes Survey* results quarterly to ensure continuous quality improvement. Based on disaggregated data, we also provide focus group opportunities for youth engagement and feedback.

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| **LEARNING AND ASSESSMENT PLAN: Template** |

Use the basic template below to draft your learning and assessment plan for *each* funding strategy selected in the Part 1 Application. Copy and paste your responses in the Learning and Assessment section in the online Part 2 Application. There are no character or word limits in this section, but brevity is encouraged. If funded, required grant reporting will focus on your learning and assessment plan.

STRATEGY 1:

1. **Why did your organization select this strategy?**
2. **What is your organization’s approach to implementing the selected strategy?**
3. **Define at least one objective and subsequent outcome for this strategy.**

OBJECTIVE 1:

OUTCOME 1:

OUTCOME 2:

1. **How will your organization measure progress on the objective(s) and outcome(s) defined above?**

## Narrative Questions:

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| **Part 2 Application Narrative Questions** | |
| **Question** | **Guidance** |
| **In what ways is your organization uniquely qualified to deliver the proposed work?** | Highlight your organization’s assets and expertise. Describe specific experiences that have prepared your organization to successfully implement this work. Demonstrate how your organization builds trust and relationships with your community and other nonprofit partners. |
| **What challenges might your organization face as you implement this work?** | Describe any internal or external issues or context that may affect your proposed work. Share how your organization plans to approach these challenges. |
| **What else would you like us to know?** | Please use this section to share any important information you would like us to consider with your application. |

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| **NARRATIVE QUESTIONS: Template** |

Use the basic template below to draft your responses to the Part 2 Application narrative questions. Copy and paste your responses into the online Part 2 Application. There are no character or word limits in this section, but brevity is encouraged.

1. **In what ways is your organization uniquely qualified to deliver the proposed work?**
2. **What challenges might your organization face as you implement this work?**
3. **What else would you like us to know?**