

Application for Task Order Out-of-School Time (OST) Programming in Designated Housing Authority City of Pittsburgh (HACP) Communities

Organization:	Location Proposing to Serve:
Sarah Heinz House One Heinz Street, Pittsburgh, PA 15212	<i>Northview Heights - Gymnasium</i> 533 Mt. Pleasant Road, Pittsburgh, PA 15212

Purpose of the Grant:

There are currently 755 youth, 253 of those youth in grades 6-12, in the Northview Heights community, one of the poorest communities in Pittsburgh, in need of stable and consistent summer and after school support and opportunities. These youth would otherwise would have no access to programming after school and in the summer months. The Northview Heights Community Out of School Time program aims to provide consistent, quality programming and activities for these youth. This proposal is requesting \$252,000 from Allegheny County DHS to offer programming Monday through Friday at the Northview Heights community, rather than just two days a week. This would require additional staffing and reliable transportation support-this transportation will be funded through a separate funding source. The goal is to provide consistent, same-caliber programming conducted at the main location. Transportation would also allow youth to access non-portable activities like swimming, robotics, and dance classes elsewhere.

Program Description:

Sarah Heinz House (SHH) is requesting \$252,000 funding to continue enhancing its diversity, inclusion, and equity initiatives while engaging its own neighborhood of the Northside of Pittsburgh. The grant award will continue to support the Northview Heights community in a sustainable manner, focusing on additional staffing and transportation to impact a number of these youth. These youth will be provided increased programming in the community/recreational center, along with the safety center on Monday - Friday, as opposed to the current model of two days a week. SHH will hire additional full-time and part-time staff to ensure these efforts are consistent with the same quality offered at SHH's primary location. Children currently residing in the Northview Heights community who would like to take advantage of the programming that cannot be ported to the community itself (swimming, dance classes, the robotics lab, etc.), would be provided with memberships and transported directly to the location.

Project Outcomes:

1. Serve at least 50 youth through programming by May 31, 2025, as measured by attendance and survey data.
2. Increase Sarah Heinz House's diverse membership base by 20% by May 31, 2025, as measured by registration/attendance data.
3. Showcase 40% increased engagement among participants by May 31, 2025, as measured by attendance and survey data.
4. Provide a safe space for Northside youth, with at least 75% of youth indicating such, as measured by survey data.
5. Create positive connections for youth, with at least 75% of youth indicating such, as measured by survey data.

Survey data will be collected twice yearly from youth, and once from parents/guardians/caregivers. Attendance data will be collected daily to ensure full participation and engagement from youth.

Sarah Heinz House has a history of successfully working with HACP communities:

Sarah Heinz House has extensive experience working in Housing Authority of Pittsburgh communities, providing a range of programming and services to support the youth. In September 2023, SHH realized the need to address the 755 youth in the Northview Heights community, and partnered with the Housing Authority of the City of Pittsburgh to launch an initiative to address their needs. This initiative launched without a dedicated

funding source, but with dedicated people, to address the needs of these youth. The goal was to offer three tiers of programming to serve youth of all ages. This included caregiver and child classes for young kids, free after-school membership and activities at Sarah Heinz House for kids ages 6-12, and on-site programming at the Northview Heights community center for older youth ages 13-18. In the first year, from September 2023 through April 2024, the program successfully engaged an average of 31 youth per day over 26 days of operation (2 days/week in 2023). Continuing into early 2024, participation remained strong. The program provided important recreational and educational activities for kids who were otherwise unable to experience these experiences. In addition to the critical learning experiences that resulted from this effort, these students learned additional lessons such as teamwork, friendships, and generating relationships. This was shown in the activities themselves and the relationships generated between youth and staff. For examples, in the Bedford Dwellings community, Sarah Heinz House facilitated a “hummingbird robotics” club, and a Vitable Health (for extended mental health support) has been introduced through a partnership with Western PA Boys and Girls Club of America.

SHH has also organized summer camps in these communities, providing a safe and engaging environment for youth during the summer break. These camps offer a mix of recreational activities, educational workshops, and field trips. In the Northview Heights community, Sarah Heinz House conducted a summer camp that included outdoor adventures, team-building exercises, and hands-on STEM activities.

SHH implements teen leadership programs in collaboration with the Housing Authority of Pittsburgh. These programs aim to develop leadership skills, promote civic engagement, and provide mentoring opportunities for teenagers. In the Allegheny Dwellings community, they organized a leadership program where teens learned about community organizing, public speaking, and participated in service projects. They also facilitate career development workshops to help youth explore different career options and develop essential job skills. These workshops cover topics such as resume writing, interview preparation, and networking. In the Terrace Village community, Sarah Heinz House conducted a series of workshops that focused on entrepreneurship, where youth learned about business planning and had the opportunity to pitch their own business ideas.

Sarah Heinz House implements health and wellness initiatives in collaboration with the Housing Authority of Pittsburgh to promote healthy lifestyles among youth. These initiatives include fitness classes, nutrition education, and access to recreational facilities. In the Larimer community, they organized a fitness program that included group workouts, cooking demonstrations, and educational sessions on healthy eating habits.

These examples demonstrate Sarah Heinz House's experience in working with Housing Authority of Pittsburgh communities and the diverse range of programming and services offered. Through these programs and services, Sarah Heinz House aims to empower youth, promote personal and academic growth, and create positive and thriving communities.

OST programming proposed for this Task Order/Proposed Program Delivery:

The following evidence-based practices will support positive youth development at the Northview Heights gymnasium in the following ways:

1. Offering Academic Enrichment and Structured Recreational Opportunities: SHH will provide educational support and opportunities for skill development to the youth at the Northview Heights gymnasium, including after-school tutoring programs, homework assistance, and engaging workshops that promote academic achievement, to meet their developmental needs. Additionally, structured recreational activities such as sports, arts, and cultural programs will be offered to enhance the overall development of the youth. Ratios for programming will be 1:12 for youth and 1:15 for teens.

2. **Providing Daily Healthy Meal Options:** SHH will ensure that the youth at the Northview Heights gymnasium have access to nutritious meals on a daily basis. This will be addressed by offering breakfast and lunch in summer and a healthy dinner during the school year, partnering with local organizations to offer a meal program that provides balanced and healthy food options. By providing healthy meals, Sarah Heinz House can contribute to the overall well-being and development of the youth.

3. **Collaborating with Other Private and Public Entities for Support Services:** SHH will collaborate with other private and public entities to enhance the support services provided to the youth at the Northview Heights gymnasium. This will involve partnering with local community organizations, schools, healthcare providers, and social service agencies to address the diverse needs of the youth and offer comprehensive support services, such as mental health counseling, career guidance, and access to healthcare resources. Transportation will be provided by SHH to access opportunities not readily available in their community.

4. **Incorporating Family and Parental Involvement:** SHH will actively involve families and parents in the youth programming at the Northview Heights gymnasium, through regular communication, parent workshops, family events, and opportunities for parents to engage in their child's activities.

5. **Providing Appropriate Training and Clearances for Program Staff:** SHH will ensure that the program staff working at the Northview Heights gymnasium receive appropriate training and possess the necessary clearances to work with youth including training on youth development principles, child safety protocols, and cultural sensitivity. By investing in the professional development of program staff, SHH will maintain a high standard of care and support for the youth.

By implementing these strategies, Sarah Heinz House can effectively utilize its expertise in youth programming to support positive youth development at the Northview Heights gymnasium, providing a safe and nurturing environment that fosters academic success, healthy lifestyles, community collaboration, and family engagement.

Equity and Diversity:

The Sarah Heinz House (SHH) is committed to practicing equity, diversity, and inclusion in its operations and programming. The organization recognizes the importance of creating a safe and welcoming environment where all young people feel valued, respected, and empowered to participate fully. Here are some ways in which the Sarah Heinz House promotes equity, diversity, and inclusion:

- **Accessible Programming:** The SHH strives to ensure that its programs and services are accessible to all young people, regardless of their background or abilities. Programming caters to different interests and talents, ensuring that every child has an opportunity to participate and thrive.
- **Cultural Sensitivity:** The SHH values and celebrates the diversity of the Pittsburgh community. The organization actively works to create an inclusive environment that respects and appreciates different cultures, traditions, and perspectives, which is incorporated into programming, events, and activities.
- **Collaborative Partnerships:** The SHH collaborates with other community organizations, schools, and businesses to enhance its programming and reach a broader audience.
- **Inclusive Leadership:** The SHH promotes diversity and inclusion within its leadership team and staff. The organization recognizes the importance of having a diverse group of individuals who bring different perspectives and experiences.

Budget Template

Northview Heights programming support
June 2024-May 2025 37 weeks of programming at NorthView Heights
Support for programming during school year and summer
average 50 youth
6 hours per day in summer and 4 hours per day/5 days a week during school year

Budget

Personnel (wages and benefits)	\$	165,168.00	Includes program staff, youth development aides and supervision
Program costs	\$	20,000.00	\$200 per child served- avg 50 kids
Meals	\$	41,500.00	Avg \$4/lunch and \$3/breakfast
Community Engagement Sessions	\$	2,000.00	1 session- speakers/stipends and refreshments
Overhead 10.0%	\$	22,866.80	at rate of 10% of costs of the program
Total budget	\$	<u>251,534.80</u>	
TOTAL	\$	252,000.00	

Budget Template

Northview Heights programming support
June 2024-Aug 2024 6 weeks of programming at NorthView Hei
Support for programming during school year
average 50 youth
6 hours per day

Budget

Personnel (wages and benefits)	\$	25,218.00
Program costs	\$	10,000.00
Meals	\$	10,500.00
Community Engagement Sessions	\$	1,000.00
Overhead 10.0%	\$	4,671.80
Total budget	\$	<u>51,389.80</u>

TOTAL **\$ 51,000.00**

ghts

Includes program staff, youth development aides and supervision

\$200 per child served- avg 50 kids

Avg \$4/lunch and \$3/breakfast

1 session- speakers/stipends and refreshments

at rate of 10% of costs of the program

<u>Position</u>	<u>% time</u>	<u>Wages</u>	<u>Benefits</u> 20%
Q&I Mgn	10% \$	60,000.00	12,000.00
Social Worker	10% \$	65,000.00	13,000.00
Teen Director	10% \$	43,000.00	8,600.00
Senior program director	10% \$	83,000.00	16,600.00
Program Director	100% \$	43,000.00	8,600.00
YDA	100% \$	2,700.00	540.00
YDA	100% \$	2,700.00	540.00
YDA	100% \$	2,700.00	540.00
YDA	100% \$	2,700.00	540.00

Based on 1:12 ratio

<u>Total</u>	<u>timing</u> 2 months of the year	<u>Portion allocated to RFP</u>
72,000.00	0.15	1,080.00
78,000.00	0.15	1,170.00
51,600.00	0.15	774.00
99,600.00	0.15	1,494.00
51,600.00	0.15	7,740.00
3,240.00	1	3,240.00
3,240.00	1	3,240.00
3,240.00	1	3,240.00
3,240.00	1	3,240.00
Total comp and benefits		<u>25,218.00</u>

Budget Template

Northview Heights programming support
Sept 2024-May 2025 31 weeks of programming at NorthView H
Support for programming during school year
average 50 youth
4 hours per day -5 days per week

Budget

Personnel (wages and benefits)	\$	139,950.00
Program costs	\$	10,000.00
Meals	\$	31,000.00
Community Engagement Sessions	\$	1,000.00
Overhead 10.0%	\$	18,195.00
Total budget	\$	<u>200,145.00</u>

TOTAL

\$ 200,000.00

ights

Includes program staff, youth development aides and supervision

\$200 per child served- avg 50 kids

Avg \$4/dinner for 155 days

1 session- speakers/stipends and refreshments

at rate of 10% of costs of the program

<u>Position</u>	<u>% time</u>		<u>Wages</u>	<u>Benefits</u> 20%
Q&I Mgn	20%	\$	60,000.00	12,000.00
Social Worker	20%	\$	65,000.00	13,000.00
Teen Director	20%	\$	43,000.00	8,600.00
Senior program director	20%	\$	83,000.00	16,600.00
Program Director	50%	\$	43,000.00	8,600.00
Program Director	50%	\$	43,000.00	8,600.00
Behavioral Specialist	50%	\$	75,000.00	15,000.00
YDA	100%	\$	9,300.00	1,860.00
YDA	100%	\$	9,300.00	1,860.00

Based on 1:12 ratio

<u>Total</u>	<u>timing</u> 9 months of the year	<u>Portion allocated to RFP</u>
72,000.00	0.75	10,800.00
78,000.00	0.75	11,700.00
51,600.00	0.75	7,740.00
99,600.00	0.75	14,940.00
51,600.00	0.75	19,350.00
51,600.00	0.75	19,350.00
90,000.00	0.75	33,750.00
11,160.00	1	11,160.00
11,160.00	1	11,160.00
Total comp and benefits		<u>139,950.00</u>

Sarah Heinz House
Northview Heights Out-of-School Time Programming
Budget Narrative

Below is a detailed budget narrative for conducting out-of-school time programming at Northview Heights for the upcoming summer and school year.

Northview Heights OST Programming
Summer Session: June 2024 - August 2024
Out of School time Session: September 2024-May 2025

This budget provides funding to support 6 weeks of summer programming at Northview Heights for approximately 50 students. Programming will run Monday-Friday from 8 am-2 pm each day. The budget provides funding to support 37 weeks of out of school time programming at Northview Heights for approximately 50 students. Programming will run 5 days a week for 4 hours each day.

Personnel (Wages and Benefits): \$165,168

- The funding will support salaries and benefits for the summer program for one program director, program supervisions, and four Youth Development Aides (YDA). The funding will also support salaries and benefits for the out of school time programming for 2 programs directors, 1 behavioral specialist, and 2 Youth Development Aides (YDA). Benefits are calculated as 20% of salaries and wages.

Program Costs: \$20,000

- This funding will cover the costs of supplies, materials, enrichment activities, field trips, and other program expenses to deliver robust programming to students.

Meals: \$41,500

- Based on serving an average of 50 students daily, this funding provides for breakfast at \$3 per child and lunch at \$4 per child each day of programming for summer, and \$4 per child per day for dinner during out of school time.

Community Engagement Sessions: \$2,000

- One family engagement session will be held during the summer programming, and one during the school year, to bring families together through speakers and light refreshments.

Overhead 10%: \$22,866.80

- 10% of direct program costs are allocated to overhead such as facility usage, utilities, administrative support, etc.

Total Budget: \$252,000

In total, \$252,000 is requested to operate quality summer and school year OST programming enriching the lives of Northview Heights youth.