



New Haven Tutoring Initiative (NHTI) Infusion Grant Opportunity Fall 2024

Grant Applications due Friday, August 30th, 2024, by 4:00pm EST

I. Grant Overview:

The City of New Haven funded the New Haven Tutoring Initiative to help New Haven students in kindergarten-8th grade improve their reading and math skills. The goal of the NHTI is to assist youth agencies in New Haven to have the resources and support they need to provide impactful after-school tutoring experiences that will help children build those skills. As the coordinating organization for the New Haven Tutoring Initiative (NHTI), United Way of Greater New Haven (UWGNH) is releasing another NHTI grant opportunity for youth agencies to apply for funding support during the Fall 2024 academic semester. All funded grantees will receive coaching and program support from either New Haven Reads as the lead reading organization or New Haven Counts as the lead math organization.

II. Program Model and Grant Options:

Infusion Model:

NHTI is accepting applications for new Infusion Tutoring partners this Fall. The ***Infusion Model*** of tutoring is intended for youth agencies that are new to offering academic activities as part of their after-school programming and/or for smaller organizations with limited staff capacity. The Infusion Model is intended to be incorporated into existing youth programs through offering group reading activities (e.g. read-alouds, group book discussions) or math activities (e.g. fact fluency and vocabulary games) for a required minimum of 2 days/week for an hour each day. New Haven Reads and New Haven Counts will work with these partners to train staff on the general program set up for group reading and math activities and will conduct frequent program visits to provide coaching support.

Infusion Model grant recipients will receive a grant amount of \$2,000 intended to offset staff costs for additional training. Infusion Model grant recipients will be supplied with reading or math books and manipulatives for use in their program.

An agency can only apply for either a reading or math infusion tutoring program.

III. Future NHTI Grant Opportunities:

Youth agencies that receive NHTI grants for Fall 2024 will be eligible to re-apply for future semesters and summers. New NHTI Fall 2024 youth agencies will also be eligible to uplevel their NHTI program model to a full 1:1 Tutoring Model partner in the Spring based on positive recommendations from New Haven Reads and New Haven Counts. If a youth organization considering this opportunity isn't ready to apply this Fall, the next NHTI grant opportunities will be posted in November 2024 for Spring 2025 (February – May) tutoring programs, and in May 2025 for Summer 2025 (July – August) tutoring programs.

IV. Eligible Grant Applicants:

To be eligible, all Infusion Model grant applicants must:

- Be a tax-exempt agency operating in New Haven:
 - Not-for-profit organization with 501(c)(3) status
 - Government agency
 - School or academic institution
 - Faith-based organization
 - Have a documented fiscal sponsorship
- Have provided youth programming for a minimum of at least 2 years.
- Serve New Haven students in kindergarten through grade 8.
- Provide in person after-school programming.
- Have a Non-Discrimination Policy.
- Serve young people and families who are included in the [ALICE and below](#) population (e.g., lower-income households).
- Prioritization will be given to programs that have demonstrated the ability to successfully engage underserved communities such as but not limited to, communities of color, low-income families, immigrant families, female-headed and/or single-parent households, and families who have children with disabilities.

V. Program Requirements:

All eligible Infusion Model grant applicants must commit to:

- Provide a minimum of 10 weeks of reading or math tutoring activities (between October 7th – December 20th, 2024) that serve students kindergarten-8th grade.

- Provide in-person reading or math activities.
- Provide reading or math activities a minimum of 2 days/week and 1 hour each day.
- Offer programming to a consistent group of students over a minimum of 10 weeks this Fall (Infusion tutoring is not meant to be a drop-in activity).
- Keep attendance records for each participating student.
- Complete background checks for all staff, interns, and volunteers who work with the students in this program.

VI. Data and Outcomes Requirements:

All eligible Infusion Model grant applicants must demonstrate their ability and willingness to:

- Have New Haven Reads or New Haven Counts observe their program and receive coaching and feedback.
- Track participant demographics (neighborhood/ward of students, age/grade, gender, race and ethnicity, and socio-economic status of the family).
- Track attendance.
- Complete a program report with detailed participant demographics and program outcomes at the end of the semester.

VII. Timeline:

Grant Announcement	Monday, August 12th, 2024
Grant Support Office Hours	Tuesday, August 27 th , 2024, at 3:00pm
Grant Application Deadline	Friday, August 30 th , 2024, by 4:00pm
Notification of Awards	Monday, September 9 th , 2024
Grant Period	October 7 th – December 20 th , 2024

Submit grant application questions to Shelly Hicks at shicks@uwgnh.org

Register for online Grant Support “Office Hours” session [HERE](#).

VIII. Application Submission:

- **ALL Infusion Model grant applications must go through the online application portal [HERE](#).**

IX. Terms and Conditions:

Once selected, recipients will be **required** to complete the following to receive funding:

- Send a signed MOU agreement, provide a Certificate of Insurance (with specific areas of coverage that will be shared once awarded), Fiscal Sponsor documentation if applicable, and a W-9 (if not already up to date and on file with UWGNH).
- Identify a designated staff member to be lead contact in support of the infusion program – which includes attending required trainings from New Haven Reads/New Haven Counts.
- Identify a staff member to attend monthly NHTI coalition meetings to share challenges, lessons learned and successes.
- Host program visits with New Haven Reads/New Haven Counts reading and math instructors during your summer programming.
- Complete a program report with participant demographics and program impact details at the end of the grant period.
- Send organizational representation to NHTI community and media events.

Failure to meet these grant requirements will make an organization ineligible to apply for future NHTI funding.

X. Infusion Grant Application Questions:

Program Focus Selection:

- Please select the type of infusion model program you are applying for: reading or math (checkbox)

Organization Information:

- Agency Legal Name
- Application Contact First & Last Name
- Application Contact Job Title
- Application Contact E-mail
- Phone Number
- Organization Address for primary place of business
- Executive Director Name
- Executive Director Email
- Please select the option that describes your agency: 501(c)3 / Fiscal Sponsor (Awardees will be required to provide a W9 and letter from their fiscal sponsor if applicable)
- How many years have you been providing youth programming in New Haven? (Number only)
- What New Haven neighborhoods will your NHTI program primarily serve?
- If awarded, agencies will be required to submit a Certificate of Insurance with specific areas of coverage prior to release of funds. Please confirm you acknowledge this requirement (Y Checkbox)

- Please confirm you will complete and upload the Fall 2024 proposed staff demographics and students served demographics templates provided on UWGNH's website (Y Checkbox)

Program Design

- Please tell us more about your current after-school programming (do you have a focus activity, who do you serve, what are your program goals, etc.)
- Please tell us why you want to include infusion model tutoring as part of your Fall programming.
- Please provide the start and end dates for your Fall after-school program (NHTI programming will take place for a minimum of 10 weeks between October 7th-December 20th, 2024).
- When does your general Fall after-school youth programming operate (days of the week and hours per day)?
- When will the infusion activities take place (days of the week and hours per day)?
- Where will your infusion programming take place? (Program Site Address, please list all site addresses where infusion activities will take place)
- Is there anything else you'd like us to know about your plans for a reading or math infusion model tutoring program?

Community Served

- How many (unique) students will your overall general Fall after-school youth program serve? (Number Only)
- How many (unique) students will your infusion program consistently serve over the Fall semester? (October 7th- December 20th) (Number Only)
- What grade(s) of students will your infusion program serve? (October – December) (Check Box K, 1st, 2nd, 3rd, 4th, 5th, 6th, 7th, 8th)

Organizational Capacity

- How many full-time paid staff members will be engaged with the infusion program specifically? (Number Only)
- How many part-time paid staff members will be engaged with the infusion program specifically? (Number Only)
- Do you currently utilize volunteers to help run your after-school programming? (Checkbox Yes/No)
- How many volunteers will be engaged with the infusion program specifically? (Number Only)
- What will be your program staff/volunteer to student ratio for the infusion program? (enter as #staff/#volunteers:#students)

- Do you need assistance recruiting volunteers? (Yes/No/Maybe)
 - If you selected 'Yes, Maybe,' please provide further details
- Do you already have a system you use for conducting background checks for staff, volunteers, and interns? (Checkbox Yes/No)
 - If yes, what background check system do you use?
- Are your programs offered free of charge, or is there a fee to participate in the program? (Checkbox – Free, Participation Fee)
 - If there is a fee, what is the cost and is there a sliding scale or are there any scholarships offered?

Program Supplies & Outcomes

- Do you already have appropriate books/supplies for the students to use in the reading or math infusion activities?
- Do you need additional books for the reading or math infusion activities?
- Do you already track program attendance and program outcome measures? (Checkbox Y/N)
 - If yes, how do you track program attendance and program outcome measures
 - If not, are you willing to set up a system to track and measure attendance and outcomes? (Checkbox Y/N)

Supporting Documentation

Use the excel spreadsheet provided on UWGNH's website to complete both tabs providing: 1) your staff demographics and 2) your estimated students served demographics.

XI. Grant Application Evaluation Criteria:

Applications that are submitted by the deadline will be evaluated by a diverse committee of UWGNH staff, New Haven Reads staff, and New Haven Counts staff.

Answers will be reviewed and evaluated based on the strength of an applicant's:

- Alignment of Program Design with Infusion Activities
- Community Served
- Organizational Staffing Capacity to work with New Haven Reads/New Haven Counts
- Willingness & Ability to Track Program Demographics, Attendance, & Outcomes

Additional calls may be scheduled with an organization to better understand their application.

For any questions about the grant application, please contact Shelly Hicks at shicks@uwgnh.org

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