

ATTACHMENT A - SCOPE OF WORK

Youth Development Research-Practice Partnership (YDRPP) Summer Needs Assessment Proposal

Statement of Work: The Children's Trust of Alachua County requires an assessment related to K-8 Summer programming. The purpose of this assessment is to ascertain: (1) current summer programming within the county, and (2) parent/family perspectives and needs related to children's summer programming, and (3) youth providers' perspectives related to the RFP process for operating programming

Scope of Services: YDRPP Summer Needs Assessment

The YDRPP, a collaboration housed in the College of Health and Human Performance, University of Florida, will convene a diverse team of researchers, practitioners, and community stakeholders to provide the following data and services:

1. Current Summer Youth Program Services: YDRPP will provide CTAC with a data set of current youth summer K-12 program operators. This preliminary data set will allow the CTAC to build a comprehensive database of 6-18 youth service providers.
 - a. Survey current youth service related information hubs and funders such as Fun 4 Gator Kids, United Way, and BOOST
 - b. Accumulate and coalesce other provider information from institutional partners such as County, City, SBAC, and individual service providers
 - c. Provide an analysis of programming gaps (geographic, demographic, and content area)
2. Solicit parent and family perspectives related to summer programming needs, access, quality, and content.
 - a. Conduct 3-5 focus groups with diverse families/parents across the region of Alachua County to ascertain their perspectives and needs
 - b. Use qualitative research methods to analyze data, generate themes, perspectives, summarize and provide recommendations back to the CTAC
3. Solicit youth provider perspectives related to program capacity and the CTAC RFP process.
 - a. Conduct 1-2 focus group with youth providers to ascertain their perspectives related to capacity, professional development for high-quality summer programming, and reflections related to RFP and procurement processes
4. Provide CTAC with research-based best practices regarding youth summer program content using the Results-Based Accountability and Positive Youth Development frameworks.

5. Provide CTAC with recommendations regarding the RFP process for summer programming and summer programming professional development support for youth summer service providers.

Timeline

These activities will occur between October 15, 2020, and January 31, 2020. The YDRPP will provide a final report to the CTAC by January 31, 2020, and will provide a report of progress to CTAC by December 1, 2020.

Budget	
Personnel	
Project Director-Dr. Diedre Houchen Principal Investigator- Dr. Christine Wegner Academic Researcher-Dr. Sunshine Moss Community-Based Researcher (x 3) Addison Staples, Rahkiah Brown, Chanae Jackson Research Assistant, Julian Alonso	37,000
Communication and Information	
Data Management, Information/Communication, and Graphic Design	3500
Technology, Research Analysis Software, and Transcription Services	3500
Participant and Provider Compensation	3000
Travel	750
Subtotal	
University of Florida Indirect Costs (facilitation and administrative) @ 10% rate	4,775
Total	\$52,525.00

Payment

The total cost for this service is \$52,525.00

Deliverable

The YDRPP will provide a final written report to the Children's Trust that contains an analysis and summary of the information enumerated in numbers 1-5 of the scope of services.