



**Baltimore City Children and Youth Fund  
Report to Mayor and City Council  
(Report for October 1 – October 31, 2018)**

The BCYF team drafted all grantee contracts in October and created the programmatic reporting framework. The Fund also interviewed and selected the technical assistance (T/A) cadre tasked with supporting the 84 programs over the grant cycle.

**Grantee Contracting**

BCYF drafted and sent each grantee a contract comprised of general terms and conditions, quarterly reporting and grant disbursement schedules, and specific information pertaining to their program, including a finalized scope of work, metrics and budget. The team also created a reporting framework to capture qualitative and quantitative data and allow BCYF to track the Year 1 cohort as a portfolio. The reporting template was intentionally kept short as to not burden grantees with administrative compliance measures, yet still document the progress of their program. The financial reporting framework will be completed in November.

Grantees will receive their first disbursement upon signing the contract and providing proof of background checks and a certificate of insurance indicating the required coverages.

Disbursements will be made in equal installments. Level 1 and 2 grantees (awards ranging from \$5,000 to \$250,000) will receive two disbursements. Level 3 grantees (\$251,000 - \$500,000) will receive three disbursements.

The majority of grantees had either not conducted background checks or had not updated the background checks in the past two years. Most grantees also did not have the required insurances and did not understand their current insurance policy. The BCYF team spent a considerable amount of time in October providing one-to-one assistance to grantees in these areas. BCYF advised applicants during the RFP process to include the costs of insurance and background checks in their budgets.

BCYF assisted a small number of grantees that required fiscal sponsorship. Based on their needs, expressed preferences, the Fund's focus on racial equity, and the capacity of local fiscal sponsors to take on additional programs, BCYF selected Fusion Partnerships as the fiscal sponsor for these grantees and coordinated with Fusion staff to get them onboarded. A number of other grantees are supported by other fiscal sponsorship organizations selected by the grantee prior to receiving their grant award with BCYF.

### **Technical Assistance for Grantees**

BCYF conducted interviews with 11 finalists (both sole proprietors and consulting firms) for the 1:1 Responsive Technical Assistance Team and selected a cohort of consultants to deliver one-to-one general support, assessment and capacity assistance to grantees. The Fund also selected a partner who will provide general facilitative support for a series of community and group-based learning and information sessions to be hosted in 2019.

### **Media Coverage**

#### **Creating Space for the Next Generation of Baltimore's Community Leaders**

<https://nextcity.org/daily/entry/creating-space-for-the-next-generation-of-baltimores-community-leaders>

October 16, 2018