

**Department of Workforce Services – STEMLink Afterschool  
Grant Proposal Narrative**

**Organization:** \_\_\_\_\_

**Directions:** Narrative **must** be in the default size, spacing and space provided. Additional narrative attachments are not allowed.

**1. PROGRAM OVERVIEW**

Provide a program description including the needs of the community (supported by data) and an overview of programming offered.

**2. PROGRAM SERVICES**

Describe the goals for and intentional design of the program that supports academic achievement and youth development. Include the program design, past successes and parent communication plan.

**3. SCIENCE, TECHNOLOGY, ENGINEERING, and MATH (STEM)**

**A. Project Description –**

- Provide a clear and compelling description of the proposed STEM project including curriculum and activities.
- Clearly state the purpose for the funding.
- Identify the grade level of students to be served.
- Identify clear objectives of the proposed project.

**B. Careers, Education and Partnerships –**

- Describe the program’s connection with the school. Include how the afterschool program supports existing programs implemented during the school day and the partnership between afterschool, school counselors, STEM and CTE classes.
- Demonstrate how the proposed program leads to career pathways with linkage to existing and/or emerging programs of study to include secondary programs, post-secondary certificate programs, associate’s degrees, and baccalaureate degrees.
- Describe how partners will be included in your project:
  - Employers may be actively engaged in the project and may contribute to many aspects of grant activities, such as identifying skills and competencies for curriculum development, equipment donations, mentoring, instructors, funding, internships, access to laboratory facilities, or other Work-Based Learning (WBL) activities.

**C. Data and Outcomes –**

Describe the intended STEM program outcomes and data collection method(s) to support these outcomes. Include implementation of Pre and Post surveys (provided by DWS) for staff, youth and parents. Also include academic tracking collection and tracking of STEM related end of year tests and/or grades.

**4. PREVENTION**

A. The program must include at least two prevention/education components from the following list:

- Addiction Prevention
- Civic Engagement
- Education & Career Readiness
- Financial Literacy
- Positive Interpersonal Relationships
- Physical Activity & Nutrition
- Self-Concept & Emotional Intelligence
- Violence & Gang Prevention

For each prevention/education component, the use of evidence based curriculum and resources are preferred. Describe how the components were selected, the relevance to the population served, implementation, program design and intended outcomes.

B. Describe the program’s plan for providing Healthy Relationship Education. Programs providing Pregnancy and STI prevention must explain and describe the use of evidence based curriculum and/or contractors hired to provide the services. Programs can find appropriate curriculum on the following site: [http://www.hhs.gov/ash/oah/oah-initiatives/teen\\_pregnancy/db/programs.html](http://www.hhs.gov/ash/oah/oah-initiatives/teen_pregnancy/db/programs.html). Other curriculum may be reviewed.

**5. STAFF**

Describe the staff recruitment plan, education, and experience requirements for hiring qualified staff to support the program's intended outcomes. Provide plans for hiring a licensed educator in a STEM related subject to directly supervise the STEM program. If the staff providing STEM programming is not the licensed educator, describe the staff's STEM related credentials. Include a staff training plan, staff evaluation and support provided.

**6. YOUTH RECRUITMENT and RETENTION**

Describe the target population and how the program intends to identify, market, recruit, engage, and retain economically disadvantaged youth.

**7. Budget**

Justify the program's financial need. If expanding an existing afterschool program, provide details of how this funding will supplement existing program funding. Provide a summary of how the funds will be utilized to continue the program in years two and three.