Evidence-based tools and guidance for delivering effective programs

summerlearningtoolkit.org
Building Lasting Support and Sustainability with The Wallace Foundation’s Summer Learning Toolkit

Wednesday, April 24, 2019
Workshop Overview

- Background
- Assessing your readiness to sustain
- Developing your sustainability strategy
- Forming an action plan and preparing to implement
Think-Pair-Share!

Beyond funding, what do you believe are some of the key factors that impact sustainability?

How do they impact your own organizational, program, or system sustainability?
Engaging the right team

Planning and sustaining a successful summer program involves more than an early start; it requires inclusive practices that attract support from both inside and outside of the district for year-round planning and long-term success.

- **Build a year-round planning team**: Invite the right district experts to your team. They may include curriculum, transportation, human resources, procurement, information technology and facilities leaders.

- **Align your focus**: Connect program goals to larger district goals for broader buy-in and sustainability.

- **Cultivate champions**: Use the Sustainability Planning Tools with key stakeholders to generate ideas for long-term district and community engagement.

**Related Resources**

- **Tools - Sustainability Planning**
  - Facilitation Guide (pdf)
  - Tool - Self-Assessment (xlsx)
  - Tool - Strategy Development (docx)
  - Tool - Action Plan (docx)
  - Download All (zip)

The Summer Sustainability Planning Tool is also available in printed format.

DOWNLOAD THE PDF
Facets of Sustainability

PROGRAM
- Quality programs and high attendance
- Data and information for continuous improvement
- Identifying what to sustain (core elements)
- Institutionalizing strong planning and operations across district departments and partner
- Alignment of program goals and outcomes with the district and community goals and priorities

ORGANIZATION AND COMMUNITY
- Multifaceted support – verbal, in-kind, operational, and funding – from district and community leaders
- Leadership and stakeholder engagement strategies
- Robust partnerships that grow and evolve over time

POLICY AND FUNDING
- Supportive policies
- Strategically prioritizing and securing funding sources
- Identifying cost efficiencies
Overarching NSLP strategies to ensure durability of and institutionalize summer learning:

- Building awareness of their programs and connecting program goals to larger district and community priorities

- Ensuring all relevant departments were represented in the planning process to routinize procedures

- Involving expert staff members in supporting the programs
Facilitation Guide

Tips for getting started: designing your approach

- What is the **logical focus, goals, and timeline** for sustainability planning? How can we “right-size” our approach with these tools?
- Who should **lead** and be part of the **team**?
- **Who can help** vet the process, team members, and **gain buy in**?
- Where in this process are individual participation and **meetings most critical**?
- What **information** can we share about commitments and roles now?
- How can we **most effectively use team time**?
Pittsburgh Spotlight: Background and Key Elements to Pittsburgh’s 10 Years of Summer Partnership

- Flexibility in times of district transition
- Sustainability is a focus of early partnership planning
- Building trust with community partners
- Model development: academics + enrichment
- Champions table: providers, funders, city, county, school leaders, community
Self-Assessment

32 Dimensions of Sustainability

- **Program**: Project Leadership and Management, Human Resources and Staffing, and Use of Program Data

- **Organization and Community**: Organizational Setting and Culture, Project Champions, Policies and Procedures, Broad Community Support, and Partnerships

- **Policy and Funding**: Financial Resources; Financing Strategies; and Laws, Regulations, and Policies

*Citations available within the facilitation guide*
TIP

Translate the Self-Assessment into an electronic survey tool to efficiently collect and analyze team member input and ratings. An example survey is available here.

GUIDING QUESTIONS FOR PLANNING TEAM CONVERSATIONS

- Based on the ratings, strengths, and weaknesses identified, what potential strategies should we suggest for our Action Plan?

TIP

At a number of points in the first two tools, you’ll be asked to brainstorm potential strategies for your Action Plan. Think big! Don’t get stuck on whether something is a strategy or an action step or whether an idea is feasible during the brainstorming process. You’ll have the opportunity to revisit, organize, and prioritize when pulling together your Action Plan.
Gallery Walk
Pittsburgh spotlight: Cultivating champions and building a year-round planning team

School District Planning Team
- Food services
- Curriculum
- Transportation
- Facilities
- IT department
- Other district initiatives

Community Planning Team
- Foundations
- Government & policy makers
- Cultural institutions
- Afterschool and other summer programs
- Other youth serving intermediaries
Strategy Development

• Program
  – Shared Mission and Vision Statement
  – Core Program Elements
  – Goal and Priority Alignment

• Organization and Community: Stakeholder Engagement

• Policy and Funding
  – Policy SWOT Analysis
  – Funding analysis and prioritization strategies
Pittsburgh spotlight: Aligning and re-aligning core elements to priorities in the face of change

Changing Priorities

Core Elements

- ESY & Little Dreamers
- Aligned professional development
- Connected writing project
- Orientation & Family Night
- Teacher choice in activity
- Student choice in activity

Strategic plan and superintendent initiatives
Early Child Care
Inclusion of all abilities
Literacy
Staff satisfaction
Camper experience
# Policy Analysis

## TIMEFRAME

| NOW: [enter date here] | 1-3 YEARS INTO FUTURE: [enter target date here] | 3+ YEARS INTO FUTURE: [enter target date here] |

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<th>DISTRICT / ORGANIZATION</th>
<th>OPPORTUNITIES</th>
<th>CHALLENGES</th>
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# Funding Analysis

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<th>CURRENT</th>
<th>FUND NAME AND SOURCE</th>
<th>AMOUNT</th>
<th>ELIGIBILITY CRITERIA AND REQUIREMENTS</th>
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# Funding Prioritization

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<th>HIGH EFFORT; LOW IMPACT</th>
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<td>Place high effort, low impact items here. Most likely, you'll want to avoid these items.</td>
<td>High effort and high impact projects may be worth your time, because of their high payoff.</td>
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<td>Low effort and low impact items go here. They may be easy, but their low payoff makes them a questionable investment of resources.</td>
<td>Low effort and high impact items fit here. Invest in these! Their relative low efforts makes for a high ROI.</td>
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Funding Prioritization: Common Sources

**Federal**
- Title I
- Title II – Professional development
- Title III – English language learners
- Title IV - 21st century
- Individuals with Disabilities Education (IDEA)
- Corporation for National and Community Service / AmeriCorps
- USDA Summer Food Service
- Workforce Investment Act (WIA)
- Child Care Development Block Grant (CCDBG)

**State or Local**
- State-level funding for OST, afterschool, or expanded learning
- District general funds or turn around funding
- City council or elected official discretionary funds
- Summer youth employment
- County or city tax levy
- United Way
- Foundation grants or corporate sponsorships
- Partner-leveraged funding or in-kind
- Program fees
## Action Plan

### STRATEGY #1.
List the strategy in the space to the right.

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<th>ACTION STEPS</th>
<th>ROLES AND RESPONSIBILITIES</th>
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### STRATEGY #2.
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Strategy Prioritization

TIP

Review prioritization techniques to help finalize your action plan strategies. Here are two common examples:

- Must do, might do, don’t do rankings
- Group voting strategies, including colored dot stickers or dropping pennies into buckets
- Apply a set of criteria (i.e., furthers our mission, engages key stakeholders, and increases funding opportunities) to assess the relative merits of potential strategies.
Pittsburgh spotlight: Ongoing strategies to communicate outcomes and engage stakeholders
Pittsburgh spotlight: Ongoing strategies to communicate outcomes as a stakeholder engagement strategy

How to communicate
- RAND research outcomes report
- LRDC report
- Summer19 partnership report*
- Social media
- School board & district

What to communicate
- Outcomes for participants
- Value proposition
- Trusted partnerships
- Public engagement opportunities

*Copies available
Closing Reflection

What is one tangible idea I will take away from this session to strengthen my practice?