

# 2022-2023 Youth & Families Fund of the Lehigh Valley Community Foundation

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*Lehigh Valley Community Foundation*

## *Instructions*

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Thank you for your interest in submitting an application for the 2022-2023 Youth & Families Fund of the Lehigh Valley Community Foundation. Please view the full funding guidelines at this link.

**If you have not yet filled out the registration form, please go back to the main page to fill out LVCF's registration form prior to submitting this application.**

**Video Recording:** All applicants have the option to submit their answers to the narrative questions as a video or voice recording rather than written text.

- Applicants should only submit one response to each question, either written OR video/audio.
- Applicants may choose to answer via written text for some questions and video or audio for others.
- Please be mindful of the time limits listed in each question when recording video or audio responses.
- To use the video recording option, please see the instructions here.
- Record your responses at this link: <https://flip.com/d3e02655>
- You may either use a google, microsoft, or apple account to log in to flip.com OR you may use a guest password to log in. **The guest password is LVCF2023.**
- Please note, once you submit your video, you may view your video submission responses via your flip profile. LVCF will also insert a link into your application once it's submitted for your record.

**Please note: All funding is planned to support general operating costs.**

Contact Monique Moreno for technical assistance questions at [Monique@lvcfoundation.org](mailto:Monique@lvcfoundation.org)(link sends e-mail).

Contact Megan Briggs for grant model questions at [megan@lvcfoundation.org](mailto:megan@lvcfoundation.org)(link sends e-mail).

## Organizational Profile Form\*

Have you either filled out the LVCF Organization Profile Form or reviewed the previous registration form submitted by your organization to make any needed updates to your organizational profile?

*Note: You will not be able to view the application questions until you have clicked on yes, I have completed or reviewed the organizational profile form.*

### Choices

Yes, I have completed or reviewed a previously submitted form.

No, I have not completed or reviewed the Organizational Profile form.

## Grant Application Questions

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### Name of Organization\*

*Character Limit: 250*

### Fund Focus Area\*

Please note that this funding is prioritizing the following areas:

- Centers that are expanding the number of children that can be served in high-quality early childhood centers in the age range of 0-5 years old. LVCF will give preference to centers that are providing high-quality care for children beyond the hours of 9:00 am – 3:00 pm.
- Programs that focus on addressing challenging behaviors and/or diagnosed mental health needs in children (ages 0-5):
  - Programs or services that equip childcare workers with the necessary resources to care for children with challenging behaviors and/or high mental health needs.
  - Programs or services that provide high-quality care for children with challenging behaviors and/or mental health needs.
- Home visitation programs in which health and/or early education professionals routinely visit the home to provide care and/or services for children from 0-5 and their parents.

**Please indicate if your organization's programs/services includes one or more of the above priorities. Describe the specific services/programs that your organization delivers.**

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**Video or Voice Instructions** (click on link for full instructions): Please record your video or voice recording here.

- You may log in using a microsoft, google, or apple account. If you do not want to log in, then please use the guest password of **LVCF2023**.
- Please write the words "video recorded" into the narrative section below.
- After recording your video in flip, in the "caption" section, please name it by your organization name and the question title. Example: Lehigh Valley Community Foundation - Fund Focus Area.
- Once you submit your video, you will be able to view your submitted video in your flip profile. LVCF will post the link into your submitted application for your records.

*Video or audio maximum length: 4 minutes*

*Character Limit: 4000*

### **Guided By Community Served\***

Grant funding is prioritizing organizations that are **guided by the community they serve**. [https://www.lehighvalleyfoundation.org/sites/default/files/documents/guided\\_by\\_the\\_communities\\_they\\_serve\\_0.pdf](https://www.lehighvalleyfoundation.org/sites/default/files/documents/guided_by_the_communities_they_serve_0.pdf) Please view this graphic for a framework of the definition of "guided." Reviewers will be looking for elements of the linked graphic in your responses. In the space below, please indicate the following:

- On what level does your organization routinely operate in terms of being guided by the community that you serve? If useful, please reference the categories in the framework here in your response: Information, Consultation, Participation, Empowerment
- Please give examples of how your organization is guided by the community you serve.
- If your organization is working on Diversity, Equity, Inclusion, and/or Belonging, please indicate progress on that work in this section.

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- Please write the words "video recorded" into the narrative section below.
- After recording your video in flip, in the "caption" section, please name it by your organization name and the question title. Example: Lehigh Valley Community Foundation - Guided By Community Served.
- Once you submit your video, you will be able to view your submitted video in your flip profile. LVCF will post the link into your submitted application for your records.

*Video or audio maximum length: 4 minutes*

*Character Limit: 4000*

## Learning Organization\*

**How does your organization adapt a learning stance?** Please give an example of how your organization puts into action one of the following five attributes of a learning organization.

**Systematic problem solving:** Relying on a scientific or standard method, rather than guesswork, for diagnosing problems; being data-informed in decision-making, rather than only relying on assumptions; Using tools to organize data and draw inferences.

**Experimentation:** Organization has built a culture in which experimentation is encouraged. Experimentation is routinely searching and testing new knowledge. Experimentation differs from problem-solving because it expands new horizons, rather than focusing on current difficulties.

**Learning from past experience:** Organization routinely reviews and reflects on successes and failures, and records the lessons in a form that employees can reference at a later point in time.

**Learning from others:** Organization routinely looks outside of one's immediate environment to gain a new perspective. Examples of learning from others could be: benchmarking industry standards, speaking with the people you serve and/or organization's stakeholders.

**Transferring knowledge:** Organization has integrated a culture in which learnings are shared broadly, rather than held in a few hands. Examples of ways that can be utilized in sharing information are through written, oral, and visual reports, site visits and tours, personnel rotation programs, education and training programs, etc.

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- You may log in using a microsoft, google, or apple account. If you do not want to log in, then please use the guest password of **LVCF2023**.
- Please write the words "video recorded" into the narrative section below.
- After recording your video in flip, in the "caption" section, please name it by your organization name and the question title. Example: Lehigh Valley Community Foundation - Learning Organization.
- Once you submit your video, you will be able to view your submitted video in your flip profile. LVCF will post the link into your submitted application for your records.

*Video or audio maximum length: 3 minutes*

*Character Limit: 3000*

## Systems Change\*

**In what ways is your organization working to improve regulations, funding, or policy for early childcare providers?**

Please note any work your organization is doing either alone or in collaboration with others for improved regulations, funding or policy for early childcare providers. Examples could be: participating in coalition groups, raising awareness about the issues, advocating for policy

change.

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- Please write the words "video recorded" into the narrative section below.
- After recording your video in flip, in the "caption" section, please name it by your organization name and the question title. Example: Lehigh Valley Community Foundation - Systems Change.
- Once you submit your video, you will not be able to view your submission immediately. LVCF will post the link into your submitted application for your records.

*Video or audio maximum length: 3 minutes*

*Character Limit: 1000*

### **[OPTIONAL] - Additional Information**

[OPTIONAL] Is there anything else you would like to say to support this application?

*You may answer this question via video, writing or by providing a link to a video clip, audio clip, photos, or another medium of communication. The intention of this questions is to provide organizations with an additional opportunity to share about their program using whatever communication tool feels right for them.*

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- Please write the words "video recorded" into the narrative section below.
- After recording your video in flip, in the "caption" section, please name it by your organization name and the question title. Example: Lehigh Valley Community Foundation - Additional Information.
- Once you submit your video, you can view your submitted video in your flip profile. LVCF will post the link into your submitted application for your records.

*Video or audio maximum length: 2 minutes*

*Character Limit: 2000*

## *Instructions on Registering Your Organization*

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**In the previous question, you checked off the option that you have not yet filled out the Registration Form.**

**To complete the Organization Registration Form:**

1. Return to your User home page by clicking the house icon in the top left corner of your screen.
2. Scroll down to find the process named **LVCF Organization Registration Form**
3. Click the **APPLY** button to get started.