



**The School District of Pittsburgh
(Pittsburgh, PA)**

Request for Proposal

**Partner Organizations to Implement
Afternoon Enrichment Activity Programming
for the Summer Dreamers Academy – Summer 2017**

**Pending funding and Board approval.
Program details outlined in this RFP are subject to change.*

ISSUED: Tuesday, November 8, 2016
SUBMISSIONS DUE: Friday, December 9, 2016, 5 pm

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

Dear Prospective Activity Provider,

The Summer Dreamers Academy is a no-cost summer learning camp serving Pittsburgh Public Schools students who have completed Kindergarten through 7th grade. We are pleased to be able to offer the program again, for a seventh time, in summer 2017!

The four program goals of The Summer Dreamers Academy are to:

1. Minimize or stop the effects of summer learning loss for participating youth.
2. Prepare students academically and socially so that they are equipped with the knowledge and skills necessary to successfully begin the next school year.
3. Encourage a passion for learning and exploration that is a driving factor for future academic success.
4. Motivate youth to persist in the face of challenges with the knowledge that hard work and effort will yield success.

Every camper at Summer Dreamers participates in morning academic classes, led by certified, experienced Pittsburgh Public Schools teachers. In the afternoon, campers have the opportunity to extend their learning outside of the traditional classroom setting to explore up to two unique enrichment activities of their choice. Past offerings have included physical activities (judo, golf, biking, swimming, flag football etc.), STEM programming (hands-on science, video game design), creative and performing arts (playwriting, dance, instrumental music, ceramics, etc.), and more!

We rely on contracted partners to facilitate this inclusive, creative, dynamic programming, and we are currently seeking high quality organizations and individuals to work with our campers for this coming summer. **As we aim to provide a variety of program options, we anticipate selecting multiple providers.**

I encourage you to read the details of this Request for Proposal carefully, and consider submitting a proposal to implement an activity at the 2017 Summer Dreamers Academy. **Proposals are due no later than Friday, December 9, 2016 at 5:00 PM, and detailed submission requirements are included on subsequent pages of this Request for Proposal.**



James Doyle
Coordinator of Out-of-School Time
412-529-3926 or jdoyle1@pghboe.net
<http://www.pps.k12.pa.us/summerdreamers>

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

Table of Contents

Section	Page
1. General Information	4
2. Scope of Services	7
3. Detailed Proposal Requirements	13
4. Evaluation Criteria	21
5. General Terms and Conditions	21
Appendices	
A. Pittsburgh Public Schools District Goals, Mission, Vision & Beliefs	27
B. Summer Dreamers Academy Logic Model	29
C. Research and Resources Regarding Summer Learning Loss	30
D. Information on Allegheny Partners for Out of School Time (APOST)	31
E. Pennsylvania Statewide Afterschool Youth Development Network (PSAYDN) Program Quality Value Statement	32
F. Media Coverage of the Summer Dreamers Academy	33
G. Enrollment and Attendance Figures from 2016	34
H. 2016 Parent, Camper, and Staff Feedback	36
I. Summer 2016 Key Partners	38
J. Preliminary 2017 Program Plans	41
K. Submission Checklist	42

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

Section 1: General Information

Introduction

The Pittsburgh Public Schools (herein referred to as “the District”) and Allegheny Partners for Out-of-School Time, an initiative of The United Way of Southwestern Pennsylvania, (herein referred to as “APOST”) seek proposals demonstrating outstanding commitment to student engagement and interest through providing students with a unique learning opportunity during the 2017 Summer Dreamers Academy.

The camp will include 27 full days of programming, operating from Monday, June 26, 2017 through Wednesday, August 2, 2017, with no program on Tuesday, July 4, 2017.

Proposals are solicited which demonstrate the capacity to plan and implement inclusive student-centered summer programming for unique, fun, exciting, and educational activities.

There are several different opportunities to partner with the 2017 Summer Dreamers Academy. All proposers are asked to consider their interests, strengths, and skills, and to propose programming that will be engaging for all children.

Contact

Any questions regarding this RFP should be addressed to Tylor Hart, Program Assistant for Out-of-School Time, at thart2@pghboe.net or 412-529-3537.

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

Sample Daily Schedule for the 2017 Summer Dreamers Academy

Time	Activity
8:30 – 8:45	Arrival & Breakfast
8:45 – 9:10	All Camp Meeting
9:10 – 9:15	Transition to Academic Block #1
9:15 – 10:45	Academic Block #1 English Language Arts (ELA) or Math
10:45 – 10:50	Transition to Academic Block #2
10:50 – 12:20	Academic Block #2 English Language Arts (ELA) or Math
12:20 – 1:15	Transition to Lunch & Recess Lunch & Recess Transition to Activity Block #1
1:15 – 2:30	Activity Block #1
2:30 – 2:35	Transition to Activity Block #2
2:35 – 3:50	Activity Block #2
3:50 – 4:00	Dismissal

Double Block Activity
May be on-site or off-site.

OR

Each camper will have 180 total minutes of academic enrichment and 150 or 155 total minutes of activities in a typical day. Special events such as book fairs, visits from the Carnegie Library, and trips to the Promise Store will also take place in the mornings during camp!

All campers will participate in two 90-minute academic blocks and two 75-minute activity blocks daily. Activities providers will submit proposals to run either 75-minute or 155-minute activities with campers.

Providers wishing to run “single block” activities will serve two different groups of campers daily, for 75 minutes each.

Providers wishing to run “double block” activities will serve one group of campers for the entire afternoon, either on-site or off-site.

Final locations for the 2017 Summer Dreamers Academy are pending, however, our three sites serve students in 3 regions: North/West, East, and South. The 2016 Summer Dreamers Academy camp sites were located at Pittsburgh Carmalt (1550 Breining Street), Pittsburgh King

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

(50 Montgomery Place), and Pittsburgh University Prep (3117 Centre Avenue), and these are the anticipated Camp site locations for 2017.

Á

Timetable/Response Submittal

Proposals will be accepted through Friday, December 9, 2016 at 5 pm. Selection of organizations will be made based on the proposals submitted and interviews, if needed. A timetable for the selection process is provided below.

Process End	Date
Request for Proposal (RFP) Issued	Tuesday, November 8, 2016
Optional Information Session for SDA RFP	Monday, November 21, 2016 at 11:15 am Pittsburgh Greenway Professional Development Center, 1400 Crucible Street, Pittsburgh PA 15205
<i>Proposals Submitted</i>	<i>Friday, December 9, 2016</i>
Interviews (if needed)	Target Date – Week of January 9, 2017
Official Vote by the Board of Directors	Wednesday, February 22, 2017
Providers Notified	Friday, February 24, 2017
Provider Contracts Signed	Wednesday, March 1, 2017

Upon release of this RFP and until the conclusion of the selection process, there shall be no communication between any prospective respondents and/or their lobbyist(s) or agent(s) with any staff of the District and/or APOST, or any elected representatives or other appointed official of the District and/or APOST and/or their staff, **except as provided for in this RFP**. Any violation of this provision by any prospective organization and/or its agent(s) shall be grounds for immediate disqualification of the application.

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

Section 2: Scope of Services

Who May Apply

Eligible proposers include any organization or individual with the capacity to inspire and engage children of all abilities in fun and exciting activities that are also educational. Proposers may be non-profit or for-profit. Previous experience working with children is desired.

Contract and Option Periods

The term of the contract shall be active on or about March 1, 2017 until on or about September 1, 2017 with an option for renewal for the summer of 2018 pending an evaluation and funding.

Attendance Clause

The District will work in coordination with contracted providers to promote high attendance, and will share resources and recommendations for encouraging campers to attend regularly.

Program Timeline

Providers are expected to actively participate in camper enrollment and recruitment leading up to camp (March – May), attend periodic pre-camp planning meetings (March – June), and assist with pre-camp outreach to families of campers enrolled in their program(s) (May – June).

Site Logistics

Proposers may opt to be on-site or off-site providers, as described below:

On-Site Providers: On-site providers are organizations that provide services at the location where campers will be participating in the morning academic portion of the camp. These locations will most likely be the school buildings listed in Section 1. On-site providers will be required to attend a site visit in the spring to ensure that the space meets the requirements as detailed in the proposal. On-site providers will need to detail any special facilities requirements (e.g. gym space, a room with sinks, etc.) and transportation requirements for special events such as field trips, if applicable. **The District will not provide transportation off-site for special events.**

Off-Site Providers: Off-site providers are organizations that provide services at a location different than the site where campers will be participating in the morning academic portion of the camp. The District reserves the right to conduct initial inspections of all sites of off-site providers at any time before contracts are signed. In addition, the District reserves the right to inspect sites throughout the term of the contract. Off-site providers will need to detail transportation requirements and a plan for meeting these requirements. **The District will not provide transportation to off-site locations.**

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

Please be as detailed as possible in describing the space, materials, and transportation that will be required for the activity/activities being proposed, including outlining associated costs in the budget and budget narrative (see Section 3 for more information).

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

Mandatory Staffing Requirements

The District requires a maximum ratio of 20 campers to one adult for the duration of the camp. The District plans to hire at least one (1) highly qualified “Activities Teacher” to work with each contracted provider for the duration of camp, based on available funding. Additionally, based on available funding, the District plans to provide “Camp Coordinators” to assist with implementing programming. Camp Coordinators will be assigned to activities based on the number of children enrolled, to lower the camper to adult ratio, and may be re-assigned based on program attendance.

The District and/or APOST reserves the right to require the proposer to provide additional training and/or staff which, in the judgment of the District and/or APOST, is necessary in order for a camper to safely complete the camp, after notice to the provider.

The District and/or APOST also reserve the right to require the proposer’s program staff to attend up to seven (7) hours of pre-camp training sessions focused on classroom management, behavior management, and roles and responsibilities for provider staff and District employees. Training sessions will take place during the week of June 19.

During camp, afternoon activity program staff shall report to their assigned camp site no later than 12:15 pm each day, and shall remain on-site until 4:15 pm each day. Provider staff may be asked to assist with some camp site logistics such as supporting the transition of campers after lunch/recess and between activities, and organizing campers in preparation for dismissal.

In addition to the hiring of Activities Teachers and Camp Coordinators mentioned above, the District also plans to hire one (1) highly qualified “Activities Coach” and up to two (2) highly qualified “Curriculum Coaches” as part of the Camp Leadership Team at each camp site. Providers will be required to work with their Activities Coach prior to the start of camp to coordinate program logistics, and with their Curriculum Coach(es) to further develop plans related to the connected writing project (more information about the connected writing project is included in Section 3).

Each camp site Leadership Team will also be comprised of one (1) Camp Director, one (1) Behavior Coach, and one (1) Camp Operations Managers, and three (3) Assistants focusing on operations, the main office, and data and outreach. While the site based Activities Coach is the main point of contact for providers and program staff during camp, other leadership team members will have relevant information to share with activities staff before and during camp (e.g. site procedures, the camp behavior management strategies, attendance initiatives, etc.).

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

Size and Scope of Summer Camp Activities

The final size and scope of individual provider services will be negotiated between the District and the selected providers based upon the funds available, specific activities proposed, camper demand, available staffing, transportation, timelines, and any other Federal, State, or local restrictions that may apply.

Required Deliverables and Meetings

Providers shall adhere to the following throughout the duration of the contract period (starting on or about March 1, 2017) between the provider and the District:

- 1. Provider Status Reports (known as “Weekly Updates”):** Contracted providers shall submit monthly email memos in April and May of 2017 that include a description of the progress of work to date related to preparing for programming at the Summer Dreamers Academy, and a plan of action for the upcoming month. From June 26 through August 2, 2017, weekly update memos shall be submitted for progress monitoring. A template will be provided by the District and/or APOST, and all memos shall be submitted via e-mail.
- 2. District Meetings:** Contracted providers shall be prepared to report detailed status updates during periodic meetings with District and/or APOST staff. Such meetings are an opportunity for the District and contracted providers to share timely information and feedback related to program logistics and enrichment activity plans.
- 3. Final Program Curriculum – by Friday, May 13, 2017** Contracted providers shall submit their detailed program curriculum to the District and/or APOST no later than Friday, May 13, 2017, outlining what campers will be doing each day during the Summer Dreamers Academy. This information will be shared with District staff, parents, and other stakeholders as we speak about program plans broadly. This information will also be shared directly with Activities Coaches and Activities Teachers as they prepare to support activities programming.
- 4. Final Connected Writing Project Plans – by Friday, April 14, 2017:** Contracted providers shall submit their detailed connected writing project plans to the District and/or APOST no later than Friday, April 14, 2017, describing what campers will be doing related to authentic writing during the Summer Dreamers Academy. A template will be provided. This information will be shared with District staff, parents, and other stakeholders as we speak about program plans broadly. This information will also be shared directly with Activities Coaches, Curriculum Coaches, and Activities Teachers as they prepare to support implementation of the connected writing project.
- 5. Roles & Responsibilities for District Staff – by Friday, April 14, 2017:** Contracted providers shall submit a detailed description of their desired roles and responsibilities for District staff (Activities Teachers and/or Camp Coordinators) working with their activity. An example as well as a template will be provided. This information will be shared with District staff, parents, and other stakeholders as we speak about program plans broadly.

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

This information will also be shared directly with Activities Coaches, Camp Directors, and other Camp Leadership Team members who will support coordination between provider staff and District staff in activities classrooms. Finally, this information will be shared with Activities Teachers and Camp Coordinators to assist with matching District staff to enrichment activities based on background, interest, and skill; and to establish clear guidelines for the role of each adult in the activities classroom.

6. **Employee Roster – by Friday, June 2, 2017:** Contracted providers shall submit their employee roster to the District and/or APOST no later than Friday, June 2, 2017. This roster shall list the name of each staff member who will be working with campers, as well as the site(s) at which he/she will be working. A template will be provided.
7. **Staff Clearances – by Friday, June 2, 2017:** Contracted providers and any employee of a provider who will have direct contact with children during the Summer Dreamers Academy shall complete three required clearances and submit proof of these clearances to the District and/or APOST by Friday, June 9, 2017. The required clearances are: the Act 34 (Criminal Record Check), the Act 151 (Child Abuse History), and the Act 114 of 2006 (FBI Federal Criminal History) through the Department of Education. **The fees to complete required clearances are to be paid by the contracted provider and should not be billed to the District and/or APOST in proposed budget.**
8. **Meetings with Activities Coaches, Activities Teachers, and Camp Coordinators:** Contracted providers shall meet with Activities Coaches to discuss the curriculum and necessary program logistics, and with assigned Activities Teachers and Camp Coordinators to communicate program plans and clarify roles in preparation for implementing programming.
9. **Communication with Camp Leadership Team:** Contracted providers shall meet with members of the site based Camp Leadership Team to ensure full coordination of afternoon enrichment activity programming with all other aspects of the Summer Dreamers Academy camp.
10. **Proof of Insurance – by Friday, June 9, 2017:** Contracted providers shall submit proof of insurance to the District and/or APOST by Friday, June 9, 2017 for the minimums stated below, and repeated in Section 5, Number 7. Contracted providers shall maintain a minimum of \$1,000,000 of General Liability insurance coverage and additional insurance coverage as follows:
 - **Workers Compensation and Employers Liability:**
 - i. Workers Compensation: Statutory Limits.
 - ii. Employers Liability: \$100,000 Each Accident – Bodily Injury by Accident; \$100,000 Each Employee – Bodily Injury by Disease; and \$500,000 Policy Limit – Bodily Injury or Disease.
 - iii. Other States Coverage and Endorsement.

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

- **Umbrella Liability:** \$1,000,000 per occurrence combined single limit for bodily injury (including death), property damage liability, professional liability, automobile liability and Employer's Liability excess of the underlying primary policies.
 - **Additional Insured Status:** The District and the United Way of Southwestern Pennsylvania shall be added as an additional insured for the General Liability and Umbrella Liability policies under a Blanket Additional Insured Endorsement on the referenced policies.
- 11. Employee Timesheets:** Contracted providers may be required to submit monthly reports documenting the hours worked by each employee on the Summer Dreamers Academy program.
- 12. Invoices:** Contracted providers shall submit monthly invoices to obtain payment by the District and/or APOST for costs associated with implementing enrichment activity programming at the 2017 Summer Dreamers Academy. An invoice template will be provided.

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

Section 3: Detailed Proposal Requirements

All proposers shall be accorded fair and equal treatment with respect to the selection process. Discussions may be conducted between the District and/or APOST and prospective proposers, or with proposers who have submitted proposals. During these discussions, there shall be no disclosure of information derived from proposals submitted by other proposers.

Contents of Proposal

- 1. Cover Page:** Please submit a cover page listing the proposer's name or organization and the submission date, as well as the name, phone number, e-mail address, and mailing address for both the proposer and a primary contact person. **The primary contact person identified on the cover page will receive all relevant communication regarding the status of the proposal.**

Please also provide the key information listed below, in bulleted format.

- Activity Name
- Desired Number of Campers Per Block
- Preferred Block Type (single-blocks or double-block)
 - single-block indicates back-to-back 75-minute afternoon sessions
- Preferred Site(s) by Region: North/West, East, South
- Whether the Proposal is for an On-Site Activity or an Off-Site Activity
- Preferred Grade(s) of Campers
- Total Proposal Cost, and
- Proposal Cost Per Camper Per 75-minute Block

Finally, please include a brief descriptive blurb summarizing the proposed activity. The blurb will be placed on camp enrollment materials and shared with students and parents to provide information and generate interest about contracted activities.

Example Descriptive Blurb:

Let's Ride!, Facilitated by the Summer Dreamers Foundation

Do you love animals? Have you ever wanted to learn how to ride a horse? *Let's Ride!* will teach you everything that you need to know to become an expert equestrian! On our 150-acre terrain, we will learn the basics of grooming, saddling up, and different gaits, along with daily safety lessons. At the end of camp, we will apply our skills on a 50 mile trail ride!

Proposers wishing to submit proposals for multiple activities at the Summer Dreamers Academy shall submit a separate RFP for each proposed activity.

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

- 2. Cover Letter:** Please submit a cover letter, of up to 2 (two) pages, describing the individual or organization proposing to facilitate afternoon enrichment activity programming at the 2017 Summer Dreamers Academy.

This letter should briefly explain why the proposer is submitting the proposal, how the programming will be exciting and educational for campers, and who will be served by the proposed programming (number of campers and grade ranges targeted by programming).

This letter should also include background information on the mission, vision, and/or goals of the proposer, and how they are aligned with facilitating an afternoon enrichment activity at the 2017 Summer Dreamers Academy.

Proposers wishing to submit proposals for multiple activities at the Summer Dreamers Academy shall submit a separate cover letter for each proposed activity.

- 3. Detailed Implementation Plan:** Please submit a detailed implementation plan (no longer than 12 pages) explaining the proposed activity to be implemented at the 2017 Summer Dreamers Academy. This plan should address the following components:

Component to Address:
<p>1. Program Vision</p> <ul style="list-style-type: none"> a. What is the vision for the program and what are the goals? b. What will campers learn and do in this activity? c. In what ways is this opportunity unique, fun, exciting, and educational for children? d. In what ways do you ensure your program is accessible to students with varied abilities, including students with disabilities? e. How will campers be engaged in, and excited about, this activity? f. What will campers know and be able to do by the end of camp? g. What will campers have created by the end of camp? h. How will campers highlight their accomplishments at the end of the program (i.e. explain plans for a culminating project, demonstration, or presentation)? i. <i>Optional</i> - Are there aspects of this proposed programming that could be linked to digital badges? How might a focus on digital badging enhance this activity? <i>*Responses to this component are not required, nor will they be considered in the formal evaluation and selection process. Additional</i>

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

<p><i>information regarding plans for implementing digital badging at Summer Dreamers in 2017 will be shared with selected partners as details are finalized.</i></p> <ul style="list-style-type: none"> j. How will the connected writing project be incorporated in to the activity? <i>More information about the connected writing project is included below.</i> k. How will campers be motivated to actively participate in this program? l. What general strategies will be used to promote positive camper behavior in this activity? m. How will program information be communicated to families before and during camp? n. How will parents/guardians be updated on the progress of their camper when Summer Dreamers is in session? o. Please include a statement of dedication to work in collaboration with District staff, especially site based Camp Leadership Team members, to effectively implement the proposed enrichment activity programming at the 2017 Summer Dreamers Academy. <p><i>Additionally, proposers who have worked with the Summer Dreamers Academy in prior years should address the following components:</i></p> <ul style="list-style-type: none"> n. What were the strengths of your program? How will you build upon these strengths for 2017? o. What were the areas of your program where there was room for growth? How will you make necessary improvements to ensure that your programming is high quality?
<p>2. Link to Outcome Goals</p> <ul style="list-style-type: none"> a. Describe how the proposed activity is aligned with the outcome goals of the Summer Dreamers Academy. b. Describe how the proposed activity is aligned with the goals, mission, vision, and beliefs of the District (Appendix A).
<p>3. Schedule</p> <ul style="list-style-type: none"> a. Please provide a general description for each week of programming, including sample learning objectives and activities, including activities related to the connected writing project. b. Please provide a detailed sample plan for one day of the program, including the length of time allocated to each activity within the period, and a description of what campers will be doing. c. How will time be utilized effectively to maximize learning and engagement? d. How will the activity block be structured on any given day? e. How will the proposed activity be rolled out over the 27 days of camp?
<p>4. Camper and Staffing Model</p>

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

- a. What is the target number of campers to be served by the proposed activity and how was this number determined?
- b. How many staff members will be necessary to implement the proposed activity? Of this number, how many staff members will be provided by the proposer?
- c. Please describe the positions, roles, and responsibilities of planned program staff, including District staff, if applicable.
- d. Please describe a staffing model that details the staffing structure based on the planned number of campers and staff.
- e. Please describe how program staff will be selected.
- f. Please describe any training that program staff will participate in prior to beginning work with the proposed activity at the Summer Dreamers Academy.
- g. What specific strategies will be used to ensure that campers enroll in the proposed activity?
- h. What specific strategies will be used to ensure that enrolled campers come to camp on the first day?
- i. What specific strategies will be used to ensure high average daily attendance throughout the duration of camp?

5. Facilities and Materials

- a. Please describe the facilities that are required to implement the proposed activity (e.g. a classroom and weekly access to a grass field, or a gymnasium and locker rooms).
- b. Will the proposed program be an on-site provider or an off-site provider, as defined in Site Logistics, Section 2?
- c. If the proposed program will be an on-site provider, please describe any transportation needs for special events, such as field trips, if necessary.
- d. If the proposed program will be an off-site provider, please describe the location where daily programming will take place.
- e. If the proposed program will be an off-site provider, please describe plans for transporting campers to and from the proposed location.
- f. Please describe the equipment, materials, and supplies necessary for implementing the proposed program, and explain general plans for obtaining these items.
- g. Please describe any District equipment, materials, or supplies that would be used by the proposed program (e.g. desktop computers or LCD projectors).

Connected Writing Project

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

In an effort to promote authentic learning and show campers that learning takes place in many settings, each camper at the Summer Dreamers Academy will engage in a connected writing project linked to his/her daily enrichment activity/activities.

Campers enrolled in one double block activity will engage in one connected writing project. Campers enrolled in two different single block activities will engage in two different connected writing projects, one for each activity.

Afternoon enrichment activity provider organizations will include a description of the proposed connected writing project in the program proposal. District staff will provide feedback and recommendations to strengthen the initial plans. Following centralized training, supported by site based Activity Coaches and Curriculum Coaches, and in close connection with activity provider staff, District Activity Teachers will oversee the implementation of the connected writing project for each of their activities groups.

Writing projects can take many forms, with the main requirement being that youth go through the full writing process (brainstorming, drafting, editing, revising & publishing) to create a finished work by the end of camp. The enrichment activity serves as the theme on which youth base their writing project, and flexibility allows campers to choose within a defined set of options, so that they are fully invested in the project. Enrichment activity providers may choose to have all campers work together to create a comprehensive product such as a newspaper, video, fiction or non-fiction book, how-to-guide, or class blog. Alternately, activity providers may allow campers to individually choose a genre and format for their writing.

Over the 27 days of camp, youth should spend between 7 – 10 hours on each of their connected writing projects if they are involved in two activities, and 10 – 15 hours if they are involved in a single activity. Some activities may choose to devote one day per week to working on the connected writing project, while others may choose to infuse the project in to the routine each day. It may also make sense to vary the implementation and daily schedule depending on the selected project and based on the stage of the process with which the class is involved.

Examples of plans, curriculum materials, and completed projects from last year's implementation of the connected writing project are available upon request.

Proposers wishing to submit proposals for multiple activities at the Summer Dreamers Academy shall submit a separate implementation plan for each proposed activity.

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

- 4. Budget and Budget Narrative:** Please submit a detailed budget that is aligned with the implementation plan. In addition to a numerical budget, please provide an explanation of the assumptions underlying the proposed costs. Each line item in the budget should have a corresponding description in the budget narrative.

Cost categories to be addressed should include, but are not limited to:

- a. Personnel
- b. Travel and transportation (if applicable)
 - o Please outline costs for any planned field trips or excursions
 - o Off-site providers should detail daily transportation needs and associated costs
- c. Equipment, materials, and supplies

In preparing the budget and budget narrative, please consider the following questions:

- a. What is the cost per camper served?
- b. Is the budget transparent?
- c. Are explanations or assumptions for proposed costs included?
- d. Are costs related to recruitment and retention included?
- e. Are costs for field trips and special events included?
- f. Are costs for all plans referenced in the implementation plan included in the budget and explained in the corresponding budget narrative?
- g. Are appropriate resources allocated to recruitment and retention efforts in order to meet the requirements outlined by the District?

Please note that the approximate maximum cost per 75-minute block that the District and/or APOST can fund is \$4,000 total for up to 30 students, or \$8,000 per 150-minute double block serving up to 30 campers. It is unlikely that the District and/or APOST will be able to award contracts to organizations that submit proposals with a budget that is significantly higher than the recommended range.

In the case that a proposer plans to obtain outside funding or provide in-kind services in order to meet the District's budget parameters, it is asked that the proposer submits a full budget indicating these accommodations.

Proposers wishing to submit proposals for multiple activities at the Summer Dreamers Academy shall submit a separate budget and budget narrative for each proposed activity.

- 5. Qualifications and Experience:** Please submit a bulleted list of qualifications, achievements, and accomplishments/awards that demonstrate the quality and experience of

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

the provider as it relates to the proposal. Please specifically highlight any experience working with K-12 students.

- 6. References:** Please provide a minimum of three (3) references. For each reference, please include the individual's name, title, and organization, relationship to proposer, e-mail address, and phone number. The District reserves the right to contact these references and to request additional references.
- 7. Work History with the District:** Please list and describe any past work history with Pittsburgh Public Schools, including the specific project(s), if applicable.
- 8. Legal Actions:** Please list and describe any and all legal actions for the past three (3) years in which the proposer has been a defendant in a lawsuit for inadequate performance under a contract or agreement, a debtor in bankruptcy, or a defendant in a criminal action, if applicable.
- 9. Financial Statements:** Please provide copies of the proposer's audited financial statements for the two (2) prior fiscal years, if applicable, or a reasonable alternative.
- 10. Insurance Requirements:** Please provide evidence of current insurance coverage. If current coverage does not meet minimum requirements outlined in Section 5, Number 7, please include a statement of commitment to acquire required coverage, should proposer be awarded a contract.
- 11. Licenses:** Please provide copies of the proposer's City of Pittsburgh and/or State of Pennsylvania licenses and all other licenses relevant to the performance for this contract, if applicable. Examples include a license to each CPR or SCUBA diving.
- 12. Joint Venture:** Please provide a copy of any executed joint venture agreement(s), if applicable. Examples include any partnership between two or more organizations in order to provide the services outlined in this proposal. Even if no legal partnership is formed, a letter of intent signed by all parties involved should be included if two or more organizations plan to work together.
- 13. W-9 Form Request for Taxpayer Identification Number and Certification:** Please submit a signed W-9 form. This form can be accessed online at <http://www.irs.gov/pub/irs-pdf/fw9.pdf>
- 14. Organization Information/Equal Opportunity Employment:** Please submit the Organization Information/Equal Opportunity Employment information described in Section 5, Number 10 – pages 24 - 25.

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

General Submission Requirements

All hard copy proposals shall be submitted in person or by mail to the District at the address below. Specific instructions for electronic submissions are outlined below.

Tylor Hart
Summer Dreamers Academy
School District of Pittsburgh
341 South Bellefield Avenue, Room 426
Pittsburgh, PA 15213

Hard Copy Submissions	Electronic Submissions
<ul style="list-style-type: none"> All hard copy proposals must be created using 12-pt font, on 8½" x 11" paper with 1-inch margins, be page-numbered and submitted in a ½-inch binder with section dividers for each item listed in Section 3. Three (3) copies of the proposal shall be prepared and submitted to the District in such form as is set forth in this RFP. The District discourages the use of expensive paper and bindings as no material will be returned to proposers. 	<ul style="list-style-type: none"> All electronic proposals must be created using 12-pt font, on 8½" x 11" paper with 1-inch margins, be page-numbered and include separate, marked sections for each item listed in Section 3. All electronic submissions must be sent as a single PDF attachment to summerdreamers@pghboe.net. Information included in the body of the e-mail message will not be considered in the evaluation of proposals submitted electronically.
Confirmation of Receipt Confirmation of receipt of proposals submitted in hard copy and electronically will be sent via e-mail to the primary contact listed in the proposal no later than noon on Wednesday, December 14, 2016.	

- All proposals must be received by 5 pm on Friday, December 9, 2016.
- Proposals submitted via fax will not be accepted.
- Late proposals will not be accepted.

Please note: The District and/or APOST reserves the right to (i) select one or more providers to provide the services outlined herein; (ii) reject any and all proposals; (iii) identify any areas where a conflict of interest may exist; and (iv) utilize existing District staff and/or existing District resources without required submission of a proposal.

Please also note that all selection decisions are based on receipt of anticipated funding and require approval by the Board of Directors of the District.

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

Section 4: Evaluation Criteria

Proposals will be reviewed by an evaluation committee. Contracts will be awarded to qualified proposers whose proposals are most advantageous to the District based upon the evaluation criteria specified below. The District reserves the right to request presentations from those organizations determined to be in a competitive range and shall use the information derived from these presentations, if applicable, in the evaluation. The District anticipates selecting multiple providers.

All proposals will be evaluated based on the following criteria:

Category	Percentage Weight
Implementation Plan	55%
Budget and Budget Narrative	20%
Qualifications and Experience	15%
Overall Proposal	10%
Total Percentage	100%

Section 5: General Terms and Conditions

- Contract:** Proposer agrees that if approved to provide afternoon enrichment activities hereinafter described, proposer shall enter in to a written contract with the District prior to rendering any services. In the event proposer fails to enter in to such contract proposer's approval for award will be revoked by the District. The contract may include the terms and conditions contained herein and any additional terms and conditions agreed upon by the parties. Proposer may submit a copy of its form of contract for review and consideration by the District Solicitor.
- Term of Contract:** The term of the contract shall be on or about **March 1, 2017** until on or about **August 31, 2017**. This term includes any training or meetings to be held during the spring as well as the actual implementation period for the camp and time for evaluation/close-out. The actual term may vary depending on the proposal and nature of services provided.
- Standards of Performance:** Proposer shall retain and utilize sufficient staff to devote a reasonable amount of time, attention, knowledge and professional ability, as necessary, to perform all services effectively, efficiently and consistent with the best interests of the District

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

and to the satisfaction of the District. **Proposer shall use effective engagement strategies and facilitate activities in the most cost-effective manner consistent with the best interests of the District.**

4. **Non-appropriation:** Expenditures not appropriated by the District in its current fiscal year budget are deemed to be contingent liabilities only and are subject to appropriation in subsequent fiscal year budgets. In the event sufficient funds are not appropriated in a subsequent fiscal year by the Board for performance under the contract, the Board shall notify proposer and the contract shall terminate on the last day of the fiscal period for which funds were appropriated.
5. **Favored Nation:** Proposer shall furnish services to the District at a rate no greater than that charged to other public sector entities. If proposer overcharges, in addition to all other remedies, the District is entitled to a refund to in the amount of the overcharge. The District has the right to offset any overcharge against any amounts due to proposer under this or any other agreement between proposer and the District, and the right to declare proposer in default under the contract.
6. **Document Retention:** Proposer shall furnish the District with such information as may be requested relative to the progress, execution, and costs of the program implementation. Proposer shall maintain all records, correspondence, receipts, vouchers, subcontractor agreements, memoranda, and other data relating to the services under the contract. **All records referenced above shall be retained for three (3) years after completion of the camp.**
7. **Insurance:** Proposer shall procure and maintain insurance for all operations under the contract. All insurers shall be licensed by the Commonwealth of Pennsylvania. Proposer will provide an appropriate certificate of insurance upon signing of the contract reflecting these limits with a carrier licensed and authorized to do business in the Commonwealth of Pennsylvania naming the District and The United Way of Southwestern Pennsylvania as additional insured.

Contracted providers shall maintain a minimum of \$1,000,000 of General Liability insurance coverage and additional insurance coverage as follows:

- **Workers Compensation and Employers Liability:**
 - i. Workers Compensation: Statutory Limits.
 - ii. Employers Liability: \$100,000 Each Accident – Bodily Injury by Accident; \$100,000 Each Employee – Bodily Injury by Disease; and \$500,000 Policy Limit – Bodily Injury or Disease.
 - iii. Other States Coverage and Endorsement.

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

- **Umbrella Liability:** \$1,000,000 per occurrence combined single limit for bodily injury (including death), property damage liability, professional liability, automobile liability and Employer's Liability excess of the underlying primary policies.
- **Additional Insured Status:** The District shall be added as an additional insured for the General Liability and Umbrella Liability policies under a Blanket Additional Insured Endorsement on the referenced policies.

8. Termination:

- a. **Termination for Convenience:** The District reserves the right to terminate the contract upon five (5) calendar days written notice if, at any time, the District deems the services being provided are no longer in its best interests.
- b. **Suspension of Services:** The District reserves the right to suspend the contract, in whole or part, upon five (5) calendar days written notice. Proposer shall promptly resume performance of activities upon written notice from the District and upon such equitable extension of time as may be mutually agreed upon in writing by the District and the proposer. Responsibility for any additional costs of expenses actually incurred by proposer as a result of suspension of the camp shall be determined by mutual agreement of parties.
- c. **Proposer Events of Default:** Events of default include, but are not limited to, the following:
 - i. Any material misrepresentation by proposer in the securing of the contract or performance of services.
 - ii. Breach of any agreement, representation or assurance made by proposer in the contract.
 - iii. Failure of proposer to perform in accordance with or comply with the terms and conditions of the contract, including, but not limited to, the following:
 - Any action or failure to act which involves the safety and/or welfare of the District students or staff;
 - Failure to provide any portion of the activities herein at the agreed upon time for performance and in the agreed upon manner;
 - Failure to perform the activities with sufficient personnel and materials;
 - Failure to perform the activities as a result of insolvency, bankruptcy or assignment for the benefit of creditors;
 - Failure to perform the activities in a manner satisfactory to the District;
 - Failure to re-perform previously incomplete and/or unsatisfactory services within a reasonable time period;

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

- Failure to comply with any term of the contract, including but not limited to, the provisions concerning non-discrimination, and any other acts specifically and expressly stated in the contract.
- iv. Default by proposer under any other agreement proposer may have with the District.
- v. Assignment by proposer for the benefit of creditors or consent by proposer of any petition or proceeding under any bankruptcy, insolvency or similar law.

Remedies: The District and/or APOST may invoke any or all remedies available at law or in equity. Specific remedies may be set forth in the final contract.

- d. **Turnover of Documents and Records:** After termination or expiration of the contract, proposer shall turn over, within three (3) days of request, all materials, supplies, and equipment owned or purchased by the District, completed or partially completed work analyses, data, computer disks, documents, and any other information related to the Summer Dreamers Academy.

9. Confidential Information, Dissemination of Information, Survival:

- a. **Confidential Information:** While preparing for and/or delivering activities, proposer may have access to or receive confidential information that is not generally known to others. Proposer agrees not to use or disclose any confidential information or any records, reports, or documents prepared as a result of the contract without prior written consent of the Board or its designee. The proposer agrees to execute any additional confidentiality agreements that may be necessary for performance under this Agreement.
- b. **Dissemination of Information:** Proposer shall not issue publicity news releases or grant press interviews without prior notice and approval of the District through the Office of Public Information. Proposer shall immediately give notice to the District and its Solicitor if presented with a Right to Know Law request for documents, records, and data or work products.
- c. **Survival:** The provisions of this paragraph shall survive the termination or expiration of the contract.

10. Organization Information/Equal Employment Opportunity:

- a. Describe the proposing organization's equal employment opportunity policies and programs.

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

- b. Has the proposing organization or any of its employees, or anyone acting on its behalf, ever been convicted of any crime or offense arising directly or indirectly from the conduct of the organization's business or have any of the organization's officers, directors, or persons exercising substantial policy discretion ever been convicted of any crime or offense involving financial misconduct or fraud? If so, please describe any such convictions and surrounding circumstances in detail.
- c. Has the proposing organization, or any of its employees, or anyone acting on its behalf, been indicted or otherwise charged in connection with any criminal matter arising directly or indirectly from the conduct of the proposing organization's business which is still pending or have any of the proposing organization's officers, directors, or persons exercising substantial policy discretion been indicted or otherwise charged in connection with any criminal matter involving financial misconduct or fraud which is still pending? If so, please describe any such indictments and surrounding circumstances in detail.
- d. Please describe
 - i. any material financial relationships that the proposing organization or any organization employee has with any financial advisory firms, investment banks or law firms or other persons or entities that may create a conflict of interest in acting as a provider to the School District;
 - ii. any family relationship that any employee of the proposing organization has with any public servant that may create a conflict of interest, or the appearance of a conflict of interest in acting as a provider to the District; and
 - iii. any other matter that the proposing organization believes may create a conflict of interest or the appearance of a conflict of interest in acting as a provider to the District. Please describe any procedures the proposing organization either has adopted, or would adopt, to assure the District that a conflict of interest would not exist for the proposing organization in the future.

11. Intellectual Property:

- a. **Copy right:** The District reserves copyright in all written and electronic materials developed by the District or provider on behalf of the District as part of this agreement. District material may not be copied or otherwise reproduced without the express written permission of the District. Contractor shall retain all right, title, and interest in and to its pre-existing property, including, without limitation, all artwork, illustrations, graphic designs, data, files, designs, concepts, copyrights, trademarks, and other intellectual property, previously developed and created by contractor.

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

- b. **Trademark and Trade Name:** This agreement does not give provider any ownership rights or interest in District trade names or trademarks.
- c. **Use of Name:** Provider shall request permission from the District prior to using the District trade names or trademarks in any report or publication unless otherwise provided for in this agreement. The provider shall include the Summer Dreamers Academy logo in the form provided by the District on all program materials.
- d. **Ownership:** No work product, report, or other materials produced under the contract may be used by the proposer in any other matter without the express written consent of the District through the Solicitor and the use of the name of the School District of Pittsburgh in any other matter may not be used for reporting or promotional purposes without identical consent. All of the foregoing items shall be promptly delivered to the District upon demand at any time and at expiration or termination of the contract. If any of the aforementioned items are lost or destroyed while in the proposer's possession, they will be replaced or restored at the proposer's expense.

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

Appendix A: Pittsburgh Public Schools District Goals, Mission, Vision & Beliefs

District Goals

We have four primary goals at Pittsburgh Public Schools:

- To accelerate student achievement
- To eliminate racial disparities in achievement
- To create positive school and district culture
- To foster innovation

While many factors contribute to **accelerating student achievement**, teachers are the most important school-based factor, which is why we are working hard to have an effective teacher in every classroom, every day.

As we tackle one of the District's longest-standing achievement issues – **eliminating racial disparities** – we are focused on staff training, a culturally relevant curriculum, and other measures in our Equity plan, [Equity: Getting to All](#), which will help ALL of our students achieve excellence.

Developing a student-focused culture recognizes means making decisions that ensure our students will be able to take advantage of [The Pittsburgh Promise](#). We are refocusing on milestones that are critical to a student's academic success: kindergarten readiness, ensuring third graders are reading on grade level, algebra readiness by high school and college and career ready.

District Vision

All students graduating high school Promise-Ready and completing a two-or four-year college degree or workforce certification.

District Mission

The Pittsburgh Public Schools will be one of America's premier school districts, student-focused, well-managed, and innovative.

We will hold ourselves accountable for preparing all children to achieve academic excellence and strength of character, so that they have the opportunity to succeed in all aspects of life.

District Beliefs

- All children can learn at high levels.

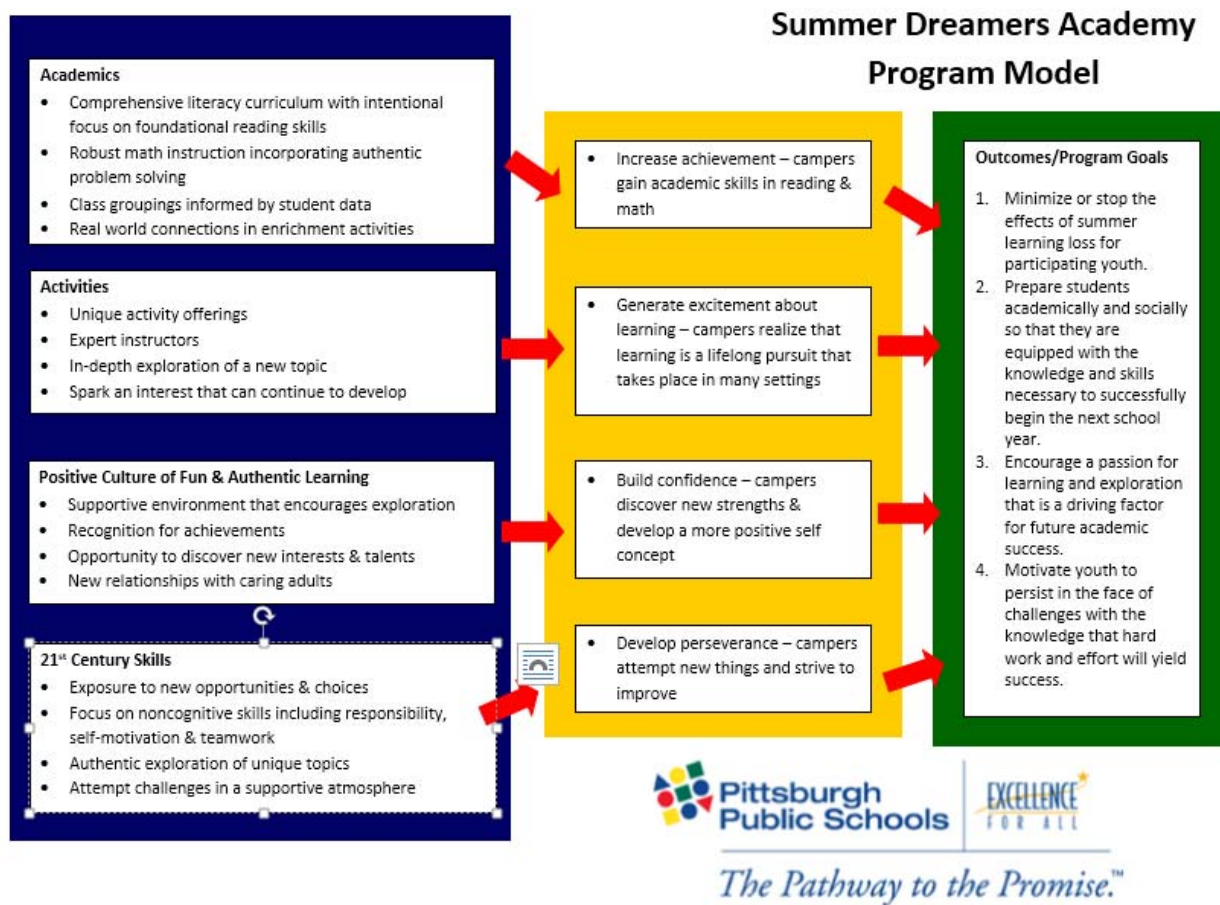
Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

- Teachers have a profound impact on student development, and should have ample training, support and resources.
- Education begins with a safe and healthy learning environment.
- Families are an essential part of the educational process.
- A commitment from the entire community is necessary to build a culture that encourages student achievement.
- Improvement in education is guided by consistent and effective leadership.
- Central office exists to serve students and schools.

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

Appendix B: Summer Dreamers Academy Logic Model

The logic model below explains the design of the Summer Dreamers Academy. This model is a key tool for proposers in helping to shape proposals and plan a program that is aligned with the goals of the Summer Dreamers Academy and with the interests of campers.



Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy**Appendix C: Research and Resources Regarding Summer Learning Loss***The RAND Corporation*

- Getting to Work on Summer Learning - Recommended Practices for Success
http://www.rand.org/content/dam/rand/pubs/research_reports/RR300/RR366/RAND_RR366.pdf
- Making Summer Count - How Summer Programs Can Boost Children's Learning
http://www.rand.org/content/dam/rand/pubs/monographs/2011/RAND_MG1120.pdf
- Learning from Summer- Effects of Voluntary Summer Learning Programs on Low-Income Urban Youth http://www.rand.org/pubs/research_reports/RR1557.html

National Summer Learning Association's Research in Brief

- Doesn't Every Child Deserve a Memorable Summer?
<http://c.ymcdn.com/sites/www.summerlearning.org/resource/collection/CB94AEC5-9C97-496F-B230-1BECDFC2DF8B/EveryChildMemorable.pdf>
- More Than a Hunch: Kids Lose Learning Skills Over the Summer Months
http://c.ymcdn.com/sites/www.summerlearning.org/resource/collection/CB94AEC5-9C97-496F-B230-1BECDFC2DF8B/Research_Brief_04_-_Cooper.pdf
- Meaningful Linkages Between Summer Programs, Schools, and Community Partners: Conditions and Strategies for Success
<http://c.ymcdn.com/sites/www.summerlearning.org/resource/collection/CB94AEC5-9C97-496F-B230-1BECDFC2DF8B/MeaningfulLinkages.pdf>

The New York Times

- This is Your Brain on Summer
<http://www.nytimes.com/2011/07/28/opinion/28smink.html>

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

Appendix D: Information on Allegheny Partners for Out of School Time (APOST)

About APOST

<http://www.afterschoolpgh.org/apost/>

APOST Quality Campaign Information

<http://www.afterschoolpgh.org/quality-campaign/>

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

Appendix E: Pennsylvania Statewide Afterschool Youth Development Network (PSAYDN) Program Quality Value Statement

Quality out-of-school time programs inspire and promote learning and positive youth development by providing opportunities for autonomy and leadership, caring relationships, connections to family, community and school, safe environments, and engaging activities.

Our Program Quality Value Statement are principles and ideals which we believe should guide the actions of afterschool programming, regardless of program purpose or ages served. It does not, however, indicate levels of program quality. The purpose of this statement is to provide a straightforward framework to define quality for Pennsylvania's afterschool programs and all other individuals, organizations, and entities that have a vested interest in the quality of these programs, including public and private funders, parents, and youth.

Quality programming requires the following elements:

STRUCTURE AND MANAGEMENT

- Well-trained, consistent staff and volunteers that represent the community being served
- Written policies and procedures that are consistently used and updated and supported by management
- Sustainable funding and sound fiscal management
- Continuous improvement methods including: evaluation, outcomes measurement, participant/family input, strategic planning, and professional development

POSITIVE CONNECTIONS

- Positive relationships between and among youth and staff
- Strong partnerships with families, schools, businesses and other community stakeholders
- Opportunities for youth to contribute to the well-being of the community

SAFETY AND HEALTH

- Safe and accessible environment
- Clean & well maintained facilities
- Programming and environments which promotes fitness, good nutrition, and healthy choices

ACTIVITIES

- Activities which are intentionally designed, are age-appropriate, develop skills, promote learning, and foster positive youth development
- Activities which contain varied content, learning strategies and combine different academic, recreational, and cultural elements
- Activities which are youth-centered, are responsive to youth interests, and actively involve youth in program development, planning, and implementation
- Activities which promote understanding and respect for youth's and others' cultures

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

Appendix F: Media Coverage of the Summer Dreamers Academy

The Pittsburgh Post-Gazette

- Pittsburgh day camp mixes learning, dreaming, Activities, classes seek to tackle 'summer loss' (8/2/10)
<http://www.post-gazette.com/local/city/2010/08/02/Pittsburgh-day-camp-mixes-learning-dreaming/stories/201008020224>
- City schools' Summer Dreamers camp ranks high (7/13/11)
<http://www.post-gazette.com/local/city/2011/06/13/City-schools-Summer-Dreamers-camp-ranks-high/stories/201106130226>
- Pittsburgh Public Schools prepare summer offerings (5/14/12)
<http://www.post-gazette.com/local/city/2012/05/14/Pittsburgh-Public-Schools-prepare-summer-offerings/stories/201205140126>
- Foundation to assess city schools' Summer Dreamers Academy (8/14/13)
<http://www.post-gazette.com/local/city/2013/08/14/Foundation-to-assess-city-schools-Summer-Dreamers-Academy/stories/201308140130>
- Grants accepted by Pittsburgh Public Schools (1/22/14)
<http://www.post-gazette.com/news/education/2014/01/22/Grants-accepted-by-Pittsburgh-Public-Schools/stories/201401220133>
- Pittsburgh students hold rally for peace at Brashear High (8/6/14)
<http://www.post-gazette.com/news/education/2014/08/06/Students-hold-rally-for-peace-at-Brashear/stories/201408060024>
- Pittsburgh summer learning programs boost math scores, not other outcomes
<http://www.post-gazette.com/news/education/2014/12/16/Pittsburgh-summer-learning-programs-boost-math-scores-not-other-outcomes/stories/201412150176>
- Pittsburgh's Summer Dreamers program aims to bridge gap of summer (1/23/2016)
<http://www.post-gazette.com/local/city/2016/01/23/Program-aims-to-bridge-gap-of-summer/stories/201601230085>
- \$785,000 grant accepted Pittsburgh Public Schools' Summer Dreamers Academy (2/25/2016)
<http://www.post-gazette.com/news/education/2016/02/25/785-000-grant-accepted-Pittsburgh-Public-Schools-Summer-Dreamers-Academy/stories/201602250251>

90.5 WESA

Summer Dreamers Academy One Of Four Summer Learning Programs To Win National Award (8/31/2016)
<http://wesa.fm/post/summer-dreamers-academy-one-four-summer-learning-programs-win-national-award>

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

Appendix G: Enrollment and Attendance Figures from 2016

Summer 2016 Enrollment Figures

- Out of the 15,588 students that were eligible* to participate, Summer Dreamers received **2,258** applications from students from 49 PPS schools and was able to accept all of these applicants into the 2016 Summer Dreamers Academy
- The chart below shows the breakdown of student enrollment by grade level and compares last years and the current year's enrollment. Overall, younger students (K & 1st grade) applied in grader numbers than older students (6th, 7th grade) and there were enrollment increases in each grade, with 5th grade being the only exception.

Grade Level	Enrolled in 2015	Enrolled in 2016	% Enrollment Increase
K 315		425	34.92%
1 365		425	16.44%
2 314		419	33.44%
3 260		368	41.54%
4 212		227	7.08%
5 185		172	-7.03%
6 92		145	57.61%
7 65		77	18.46%
Grand Total	1808 2258		<u>24.89%</u>

*In order to be eligible to participate in SDA, a student must be enrolled in a PPS school and in a grade K-7 at the time of application.

Summer 2016 Attendance Rates

- 96.99% (2,190) of enrolled campers attended SDA for at least one day in 2016.
 - 44.2% (968) of these campers were regular attendees (attended between 20-27 days)
 - Of the 1,808 accepted campers in 2015, 1,455 (80.5%) of enrolled campers attended SDA for at least one day and 749 (51.48%) of these campers were regular attendees.
- 167 campers had perfect attendance in 2016
 - Perfect attendance is defined as having attended SDA for all 27 days
 - 126 campers had perfect attendance in 2015
- On average, campers attended 16 days of Summer Dreamers (out of 27 days).

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

- *In 2015, the average was 13 days*
- 63% (1,424) of enrolled campers in 2016 qualified for free lunch.
 - *77% of campers in 2015 qualified for free or reduced price lunch.*
- 22.19% (501) of enrolled campers had an IEP
 - *97.4% (488) of these students attended Summer Dreamers in 2016*

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

Appendix H: 2016 Parent, Camper and Staff Feedback

- In survey responses, 97% of parents reported that Summer Dreamers programming met or exceeded their expectations and would recommend SDA to other parents
- 95% of parents felt that their child benefitted academically from attending SDA and that their child was prepared to return to school after participating in SDA
- Parent recommendations for program improvements included increasing the number of staff transportation, different food options for breakfast and lunch, and better addressing student behavior on the bus
- Parents overwhelmingly reported that their children enjoyed their time at camp
 - “She made some very good new friends and was exposed to new activities (Radio and African dance) that she really enjoyed.”
 - “Being that she is the only child, summer dreamers gives her the opportunity to be around other kids her age and doing activities that she wouldn’t normally get a chance to do.”
 - “I was so impressed by how well the entire program was run and how helpful everyone was.”
 - “[My daughter] became really motivated and excited each time her good behavior was rewarded. On several occasions she came home with great enthusiasm to share what she had learned that day.”
- Campers also had positive feedback about their experience at the Summer Dreamers Academy
 - 82% of campers did something new as a part of SDA
 - 80% of campers reported that they became better readers this summer.
 - 83% of campers said that their math skills improved this summer.
 - 82% of campers think that SDA has a good balance of fun and learning
 - “It is good that kids can review what they learned during the school year”
 - “I love Summer Dreamers! It is fun and hope it is open next year. I love coming here.”
 - “I loved the teachers and I loved the camp.”
- Summer Dreamers Academy staff reported positive feedback from 2016 as well
 - 86% of staff reported that students enjoyed the 2016 program.
 - 80% of staff reported that camper participants’ skills are improving as a result of Summer Dreamers.

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

- "I really enjoyed the tone of the environment, learning, and staff support from the Summer Dreamers leadership team."
- "Summer Dreamers was a great experience. I would definitely apply for a position next year. Students had the opportunity to prepare for the coming year through review of past year and advanced studies in the academic block. At the same time students/campers felt empowered to learn and accomplish new opportunities in art, dance and self-expression. Very good program."

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

Appendix I: Summer 2016 Key Partners

- 24 community organizations facilitated 31 unique activity offerings for campers. All campers rank their activity preferences when registering for Summer Dreamers, ensuring that enrichment programming is closely aligned with their personal interests. Youth who are interested in athletics, for example, can choose to pursue that passion by participating in swim & water polo, judo, fencing, golf or biking; while campers who have interests in the arts, science, or technology can select other enrichment choices.
- 9 organizations were approved after-school partners with PPS during the 2015-2016 school year and 3 organizations are members of the APOST Quality Campaign

See Table below for a full listing of 2016 partners and activity offerings.

Organization Name	Activity Name
Allegheny Youth Development*	AYD Judo
Assemble*	Make It!
Attack Theatre	Adventures in Movement
Balafon West African Dance Ensemble	Africa! Ceremony & Celebration
Bike Pittsburgh*	Positive Spin
Bloomfield-Garfield Corporation	Swim & Water Polo
Bloomfield-Garfield Corporation	Mindful Gardening, Growing Mindful
Carnegie Science Center*^	Club Science!
Citiparks*	Wild Urban Adventures
CMU: Architecture Explorations	Master Builder
Familylinks*	Camp Adventure- Strong Communities
Gateway to the Arts^	The Rhythms of Africa
Gateway to the Arts^	Creative Critters
Gateway to the Arts^	Fun with Fabulous Fibers
Gateway to the Arts^	Sshhh!...Recording in Progress
Gateway to the Arts^	All the World's a Stage
Legacy Arts Project	The Legacy Arts Project (LAP) Experience
Mad Science of Pittsburgh	Mad About Science
Pittsburgh Filmmakers/ Pittsburgh Center for the Arts*	Creature Camp

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

Pittsburgh Filmmakers/ Pittsburgh Center for the Arts*	Clay & Mosaic Extravaganza
Pittsburgh Filmmakers/ Pittsburgh Center for the Arts*	Imagination Exploration
Pittsburgh Flag Football League	NFL Flag Football
Pittsburgh Three Rivers Marathon	Kids of STEEL
Roland Ford	Let's Turn It Up Part 2
Senator John Heinz History Center	Pittsburgh's History Detectives
SLB Radio Productions**^	Youth Express: You're On The Radio!
The First Tee	Hit it Big!
The Sprout Fund*	National STEM Video Game Challenge
Three Rivers Fencing Center	Fencing!
Union Project	From Mud to Masterpiece
Venture Outdoors*	Outdoor Exploration, Education, and Recreation

*Indicates Pittsburgh Public Schools After-School Partner during the 2015-2016 school year

^ Indicates APOST Quality Campaign Membership during the 2015-2016 school year

- The Carnegie Library of Pittsburgh visited camp sites weekly to share books with campers through the elementary BLAST program and the middle grades Teen Read program.
- The Pittsburgh Pirates donated 800 tickets for campers, staff, and their families to attend one of three baseball game at PNC Park.
- Individual camp sites hosted special guests, including 12 reading specialist interns from the University of Pittsburgh who worked on-site with campers at University Prep.
- The Learn-to-Earn Program placed 50 8th-12th grade PPS students at each site to gain work experience and to support camp site operations and camper behavioral and academic growth through the City of Pittsburgh Summer Youth Employment Program.
- The United Way's "Be There" campaign provided support at all sites by promoting and incentivizing attendance.
- The Sprout Fund helped to establish a digital-badging system, rewarding campers for reaching academic and curricular milestones.

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

- FOCUS Pittsburgh assisted campers at King by providing qualifying students with a free bag of food.
- Nutritional education was provided by Power Up through cooking demonstration and hands-on activities.

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

Appendix J: Preliminary 2017 Program Plans

- The 2017 Summer Dreamers Academy will operate thanks to generous support from District Title 1 funds, 21st Century Community Learning Center grant funds, and anticipated funding from local and national foundations.
- *2016 program plans below are tentative*, pending finalization of the program budget.

Anticipated Budget	Approximately \$2.1 M
Anticipated Scope	17 classrooms per site, 600 children per site, 1,800 children total <ul style="list-style-type: none"> ▪ 3 self-contained K classes/90 K children per site ▪ 3 self-contained 1st grade classes/90 1st grade children per site ▪ 3 alternating 2nd grade classes/90 2nd grade children per site ▪ 3 alternating 3rd grade classes/90 3rd grade children per site ▪ 2 alternating 4th grade classes/60 4th grade children per site ▪ 1 self-contained 5th grade class/60 5th grade children per site ▪ 1 self-contained 6th grade class/60 6th grade children per site ▪ 1 self-contained 7th grade class/60 7th grade children per site Admission preference to children who are basic/below basic and qualify for free/reduced price meals, sibling preference policy for admission.
Locations	3 regional K-7 th grade camp sites, assigned by feeder pattern <ul style="list-style-type: none"> • Sites Locations TBD
Dates & Times	Monday, June 26 th – Wednesday, August 2 nd (no camp on Tuesday, July 3 rd) 8:30 am – 4:00 pm
Enrollment	Open to all K-7 th grade students in PPS, with preference given to children who are basic/below basic on assessments and qualify for free/reduced price meals. Applications will be available in mid-March and will be due by May 1 st .

Request for Proposal: Partner Organizations for 2017 Summer Dreamers Academy

Appendix K: Checklist for Submission

Proposal Component	Complete?
Cover Page (one per proposed activity)	
Cover Letter (one per proposed activity)	
Detailed Implementation Plan (one per proposed activity)	
Budget and Budget Narrative (one per proposed activity)	
Qualifications and Experience*	
References (3)*	
Work History with the District*	
Legal Actions*	
Financial Statements*	
Insurance*	
Licenses*	
Joint Venture*	
W-9 Form*	
Organization Information/Equal Opportunity Employment*	

*These items are only required for only required for proposers who have NOT contracted with the Summer Dreamers Academy in prior years.