



## 2015 Cultural Relevancy Institute Series: Expanding Your Cultural Reach

### THE OPPORTUNITY

Youth Development Network (YDN), with generous support from the Foundation for Youth Investment, will facilitate the Cultural Relevancy Institute series. Building off of the success of the 2013 Cultural Competency Youth Impact Series, this opportunity will help your organization create lasting and noticeable change within programs, policies, and procedures to improve engagement with more diverse populations and traditionally hard-to-reach youth.



### WHY SHOULD YOUR ORGANIZATION BE INVOLVED?

The project includes a series of comprehensive workshops that will be held in Sacramento California, paired with virtual coaching sessions, for organizations who work with youth and the outdoors and who are striving to improve their ability to reach and engage young people of color or low-income youth.

Through this Cultural Relevancy Series, participating organizations and staff will:



- Experience four powerful workshops focused on learning from peer organizations, listening to youth, and celebrating progress made as a group in shaping policies, procedures and programs
- Connect with a professional community of outdoor youth service providers
- Focus on implementing new policies, procedures and programs that broaden the organization's impact on youth of diverse backgrounds
- Receive weekly virtual coaching sessions with YDN staff to support implementation of new policies, procedures and programs based on learnings from the workshops

## Organization Commitment to Program

Approximate time commitment to benefit from the overall elements of the project is estimated at 15-20 hours a month per participating team member for approx 4-5 months.

## Commitment Compensation

Each selected organization will receive a \$1,500 stipend for participating in the full Cultural Relevancy Institute series. The stipend will be payable in two installments. Payment of \$750 following first session in August 2015 and second payment of \$750 following session four in November 2015.



## How to apply for the Cultural Relevancy Institute Series

Interested agencies can complete the attached application form. **The application is due on or before July 17, 2015.** (Agencies that submit applications early will have priority in scheduling their agency interviews). Between eight (8) and ten (10) outdoor focused organizations will be selected to take part in this series.

In order to apply, your organization is required to:

- a) Include a minimum of three (3) and a maximum of five (5) participants who are staff of your organization (i.e. not consultants or volunteers). At least one (1) of your team members are required to be a member of upper management (i.e. executive director, assistant director, and supervisor), and/or have direct access to the Executive Director and/or your Board. Youth are also welcome as members of the team to support a learning process that is authentic and relevant, though the primary audience of these workshops is adults.
- b) Meet the commitment timeline outlined below (All members of participating teams must be available to attend all four (4) workshop sessions in Sacramento California and ½-hour virtual coaching sessions in their entirety). Each workshop session will begin promptly at 8:30am and adjourn on day 1 at 4:00pm and days 2, 3, & 4 at 12:30pm.



**Workshop Series:** developed by YDN out of their continuing work with cultural competency, safe supportive climates, and the convening of the GO (Get Outdoors) network.

- **Workshop 1 Youth Learning Circle Conversation – Wednesday, Aug. 26, 2015 – 8:30-4:00**  
Hear young people share their candid thoughts and opinions about outdoor experiences programs. What are barriers to participate? What engages them? The concluding discussion will spark what organizations can do differently to engage young people.
- **Workshop 2 Making It Happen, Wednesday, Sept. 16, 2015 – 8:30-12:30**  
Take part in a process that focuses your organization on the key strategies that will create maximum impact for your goals. Utilize a SMART Goal planning process to lay out a clear and practical plan for making your desired change happen.
- **Workshop 3 Works in Progress, Wednesday, Oct 7, 2015 – 8:30-12:30**  
Join a “shareshop” where participants have the opportunity to share what they’re working on (progress, struggles), as well as receive valuable peer coaching and troubleshooting.
- **Workshop 4 Celebrate the Work! Wednesday, Nov 4, 2015 – 8:30-12:30**  
Celebration with your learning community participants at a showcase that will feature each group and the organizational changes they have made as part of this process.

*\*All organizations will take part in three individualized virtual coaching sessions between the workshops*

## **2015 Commitment Timeline**

- July 17<sup>th</sup>, 2015 – Application submission deadline
- July 20-24<sup>th</sup>, 2015 – Application review and selection–interviews scheduled
- August 10<sup>th</sup> & 11<sup>th</sup>, 2015 – Applicant interviews – full team participation
- August 12<sup>th</sup> - Organization selection and notification
- **Session 1** - Wednesday, August 26<sup>th</sup>, 2015 – 8:30am-4:00pm – full team participation
- Coaching session 1 (1/2 hour scheduled conf. call for each participating organization) - Sept. 2<sup>nd</sup>, 2015
- **Session 2** – Wednesday, September 16<sup>th</sup>, 2015– 8:30am-12:30pm – full team participation
- Coaching session 2 (1/2 hour scheduled conf. call for each participating organization) - Sept. 30<sup>th</sup>, 2015
- **Session 3** – Wednesday, October 7<sup>th</sup>, 2015 – 8:30am-12:30pm – full team participation
- Coaching session 3 (1/2 hour scheduled conf. call for each participating organization) - Oct. 21<sup>st</sup>, 2015
- **Session 4** – Wednesday, November 4<sup>th</sup>, 2015 – 8:30am-12:30pm – full team participation; celebration and showcase



## **Cultural Relevancy Institute Series Application**

*Please take a few minutes along with your team to answer the following questions.*

Name of Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: (       ) \_\_\_\_\_

Name of Organization's Chief Executive: \_\_\_\_\_ Email: \_\_\_\_\_

Contact Person for this Application: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: (       ) \_\_\_\_\_ Fax: (       ) \_\_\_\_\_ Email: \_\_\_\_\_

Number of Organization Employees (FTE): \_\_\_\_\_ Annual Operating Budget: \_\_\_\_\_

Ages of Youth Served: \_\_\_\_\_ Number of youth served annually: \_\_\_\_\_ Tax Exempt ID#: \_\_\_\_\_

**NARRATIVE** - Complete the following (feel free to add additional lines or pages if needed):

1. List persons by name and title that are included in your team

1)	4)
2)	5)
3)	

2. And why these staff members were selected to participate in the Cultural Relevancy Institute

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3. Provide organization's mission and a brief description of programs. Describe the population of youth served. How does reaching diverse youth or positive youth development fit into your mission?

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4. What experience has your organization had in reaching out to and engaging youth of color and/or youth of low socioeconomic status? Where have you succeeded in this area? And what challenges have you faced?

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5. What would help your staff and organization/program improve in the area of cultural relevancy? (Consider this topic internally and externally i.e. with fellow staff, and also with clients and youth you serve) What outcomes do you expect for your staff and organization as a result of participating in the Institute Series?

6. Why does your organization want to participate in the Cultural Relevancy Institute Series?

**Authorized Signature - Executive Directors**

I, \_\_\_\_\_(name) understand the expectations of participating organizations and staff that the Institute Series presents and believe my organization can commit to and meet all expectations.

Print Executive Director's Name: \_\_\_\_\_ Executive Director Signature: \_\_\_\_\_

Submit completed application materials to: Cultural Relevancy Institute Series c/o Eric Banh – Youth Development Network, 3222 Winona Way, North Highlands, CA 95660 or email as a Word document or scan into a PDF to [eric@ydnetwork.org](mailto:eric@ydnetwork.org) or fax application summary to 916.566.1653 on or before July 17, 2015

For more information please contact:

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Or

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Or

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Cultural Relevancy Institute Series:  
Expanding Your Cultural Reach  
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