

DEC and the SF Family Resource Center Initiative presents:

SF Neighborhoods Celebrating the Young Child 2026-2027

About the Celebrating the Young Child Fund

Goals and Objectives of Celebrating the Young Child Fund

The SF Family Resource Center Initiative will feature a neighborhood collaborative celebration of the young child to provide safe spaces where FRC staff can support families of children birth to five to engage in cultural learning/maintenance* and relevant activities. Family Resource Centers will have the opportunity to a) collaborate with other FRCs within their neighborhood b) enhance their connections with Early Care and Education sites, and c) utilize social media, marketing, and outreach strategies to extend culturally supportive and resources to all SF families, especially for communities who are recovering from lived experiences that are largely defined by racialized identities and chronic marginalization.

The target for these funds is to serve all populations and ethnicities in San Francisco, with focused expertise on the specific needs of neighborhoods and populations who face inequitable access to services and thus experience disparate educational, social, health, emotional, financial, and/or other wellbeing outcomes.

Each FRC Neighborhood Collaborative will be able to select from the menu of options below. Activities should focus on San Francisco residents who are pregnant or with children 0-5, however, families with older children can benefit from the Celebrating Young Children Funds.

Funds Available

The seven existing FRC Neighborhood Collaboratives formed in FY24-25 may request between \$5,000-\$45,000 for the FY26-27 CYCF activities. Population based FRCs may choose which neighborhood collaborative they wish to join, including a different collaborative than in the prior year. Neighborhood based FRCs are expected to remain in the same grouping as last year.

Each eligible FRC Neighborhood Collaborative who submits a satisfactory Request for Funds form will receive a minimum of \$10,000 up to a maximum of \$45,000.00. FRCI funds will encompass a total of \$178,993.

Scope of Work Activities

The chart below outlines the required components of the funding. Applicants are encouraged to only apply for a funding amount at which they are confident of their approach and ability to fully expend the funds.

Collaborative Administrative Tasks – Required for All – Up to 15% of total funding amount.
1) Lead Agency Designation: Neighborhood collaboratives must have the same lead agency as FY25-26, unless extenuating circumstances and permission granted by the DEC Family Support Manager.
2) Steering Committee/Organizing Group: FRC Neighborhood Collaborative steering committee/organizing groups requesting \$10,000.00 or less must be composed of at least <u>three or more</u> partners:

A) Two neighborhood based FRCs, and

B) One other entity: either a population based FRC or an external partner. e.g. ECE provider, SFPL, and/or other community partners and groups serving families of children 0-5.

FRC Neighborhood Collaborative steering committee/organizing groups requesting **between \$10,001 and \$45,000** must be composed of at least four or more partners:

A) Three or more FRCs including one population based FRC

B) One external partner. e.g. ECE provider, SFPL, and/or other community partners and groups serving families of children 0-5.

New this year: each collaborative will develop a signed written Roles and Responsibilities Agreement Form (included below) between all partners who will be included as a subcontractor in the budget. Collaborative partners who are not subcontractors (i.e. are not receiving funding) and/or receiving basic needs or other materials purchased with CYCF funds are not required to sign.

3) FRC Neighborhood Collaborative Meetings:

Collaboratives meet at least four times per fiscal year. At least one of the meetings must be in person.

Note: Funds may be used for meeting purposes but unfortunately cannot be used for food or beverages for providers. Food/beverage costs for providers may be included in your administrative costs. If parent volunteers are included in your meetings, food and beverages may be purchased for parent participants and included as a direct cost.

4) Neighborhood Collaborative Meeting Plan:

Neighborhood Collaborative must develop a Neighborhood Collaborative Meeting Plan for next FY27-28. The plan must include the following:

1. List of Neighborhood Collaborative Partners
2. Frequency of Meetings
3. Schedule of planned meetings

Required Family/Community Activity: All collaboratives must do at least one family or community activity. Family activities expect 49 or fewer participants. Community activities expect greater than 50 participants. Collaboratives may choose to do only the required family/community activity *or* may include one or more of the optional items from the menu below, as eligible

All family/community activities must occur in Quarter 4 (between April 1, 2027 and June 30, 2027): Provide engaging, collaborative, culturally and educationally rich event(s) in a private or public space to be attended by parents and children who experience significant barriers to school readiness and success, economic distress, or are at higher risk for other negative outcomes.

- A. All activities/events will feature **giveaways of fun, engaging, educational, and/or culturally meaningful take-home activities; information about child development and related resources; food to be eaten at the event or taken home**, as well as at least one **guided, structured learning activity for children 0-5 years of age**, conducted by FRC staff during the event.
- B. Beyond the members of the steering committee, all events must feature at least one representative from at least 2 of the following entities; those marked with an asterisk are strongly encouraged but not required:

- *Early Childhood Education providers (including infant and preschool aged care providers, SFUSD EED/TK schools, private preschool centers, ELFA funded ECE sites, Title 5, Headstart Centers, Resource and Referral agencies, family childcare homes, etc.)
 - *SF Public Libraries or bookmobile
 - *Healthcare and wellness providers/insurance (DPH Public Health Nurses/Clinics/ZSFGH programs/SF DPH Behavioral Health Programs, Kaiser, NEMS, UCSF, Medi-Cal, CPMC, SF Healthplan, Anthem, dentists/oral health, cultural healing practitioners, massage therapists, yoga instructors, etc)
 - *Science/art/animal based organizations (Academy of Sciences, Exploratorium, Tree Frog Treks, farms, Bay Area Discovery Museum, SFMOMA, Museum of the African Diaspora, DeYoung, etc)
 - Relevant public service programs (CalWORKS, CalFRESH, Medi-Cal, Dept of Child Support, SF Rec and Park, etc)
 - Out of School time providers (After school programs, camps, etc)
 - Other Neighborhood or population specific organizations requested by parents/caregivers not listed here.
- C. Neighborhood collaborations will **submit 3 requested dates for each of their activities**. DEC will assign you a date and a backup date for the activities in order to avoid significant overlap of activities.
- D. **Other requirements/restrictions:**
- Events may require pre-registration, but **all event entry must be free of charge** and open to any SF resident with a child 0-17, is pregnant, or is a family member, caregiver or professional working with infants/children. Number of participants to be determined based on funding level.
 - Events may include participant-paid food or other vendors such as food trucks or artisans selling crafts. These must be located outside of the main CYCF event area; and **all events must include some sort of free food and beverage option**.
 - Lead agency is responsible for any **city-required permits or other regulations such as porta potties**, as applicable.
 - Each event must include a **decorative sign** placed in a highly visible location that has the DEC Logo and says "Funding for [Name of the activity] provided by the San Francisco Department of Early Childhood." Collaboratives may wish to invest in an evergreen sign without dates if the event is anticipated to occur annually.
 - When DEC staff are present, we request to be able to make a **public announcement** at the event. DEC staff should be introduced as the funder of the event and DEC staff will then thank the organizing committee and attendees and encourage families to visit their local FRC. If DEC staff are not present, we request a similar message be stated at the event by leadership.
 - **"Swag type" giveaway** items featuring FRC names or logos must also have the DEC Logo.
 - **Gift cards are not permitted.**
 - Absolutely **no bottled water, alcohol, or sugary beverages** to be distributed (even if not funded by DEC).
 - All other DEC Cost Categorization/Invoice Policy guidelines apply.
 - CYCF funds may have a 10% variance as per DEC policies, however, CYCF funds may not be distributed to other non-CYCF budget items.
- E. Neighborhood collaborations **are strongly encouraged to hire an event planner** to support this work.

Permitted grant activities may include things such as:

- a. Block/park community gatherings and/or cultural heritage celebrations indoors or out.
- b. Fair, Block party, Carnaval, Petting Zoo
- c. Participation in an external event such as: Sunday Closed Streets, Pride Day, TLC Neighborhood Event, Juneteenth, Night Market, Farmer's Market, Dia de los Niños/Dia de los libros

Other activities as developed and recommended by parents/caregivers

Optional Additional Activities – Select none, one or more:

A) Basic Needs:

New, this year: All Basic Needs items must be distributed within 30 days in advance of and/or during the above-mentioned community/family event.

Lead collaborative agencies may distribute up to \$5,000 to each FRC or ECE organization participating in the steering committee for basic needs or may purchase the basic needs on behalf of partners and distribute items to the partners for distribution to PN-5 families. These items may include food, diapers, clothing for infant and children 0-5, maternity clothing, nursing bras, personal or home hygiene, and/or infant care/feeding/breastfeeding or postpartum care items. Funds may not be used for gift card for any purpose. Veggie/food vouchers are accepted and will be tagged as Barrier Removal. The neighborhood collaborative is responsible for identifying the parameters for and application process for the funds/materials to be distributed by the lead agency. Funds are distributed on a reimbursement basis both from the lead agency to partners and from DEC to lead agency.

B) Child Safety Training and Home Safety Related Improvements:

Neighborhood collaboratives may host or conduct workshops on children age PN-5 safety concerns such as home child proofing, lead poisoning prevention, food safety, car seat safety, safe medication/substance storage and usage, SIDS and Sudden Infant Death prevention, Infant CPR/First Aid and choking prevention, or other safety related topics recommended by parents/caregivers of children PN-5. All workshops must be presented by professionals with expertise/licensure/credentials to conduct training in the subject area.

Funds may be used to pay presenters, pay external space rental costs for the workshops, and to supply participants of the workshops with child proofing or other safety items recommended and discussed in the workshops. These safety items are only intended for the workshop participants; approved funds for these items will take into account the number of anticipated workshop participants. CYCF budget will indicate the specific purchases to be made; if unable to do so at time of budget negotiation, pre-approval in writing must be sought prior to purchase.

Workshop participants must come from multiple different FRCs and/or other community-based organizations. Workshops should offer child watch and a small meal to provide incentive and reduce barriers to participation.

Workshops must occur between April 1, 2027-June 30, 2027. Dates for the workshops must be given to DEC by January 30, 2027 and flyers (remember the DEC logo!) must be given to DEC at least one month prior.

C) Child and Perinatal Emotional Health and Well-being participant groups or workshops (open only to Neighborhood collaboratives who selected the Trauma Informed Healing category in FY26):

Neighborhood collaboratives may host or conduct parent/caregiver workshops and/or parent support groups on trauma informed healing approaches for parents of children PN-5. Topics may include: short and long term impacts of Adverse Childhood Experiences (ACES), perinatal depression/anxiety, infant loss/miscarriage, or other related mental/emotional health related topics for parents/caregivers of children PN-5 and as recommended by parents/caregivers. All workshops/groups should be presented or facilitated by professionals with expertise in the subject area such as LCSWs or LMFTs. While ECMH staff may participate, they should not be the primary facilitator/presenter or the primary curricula developer, as this is in addition to the ECMH support you already receive. For those FRCs receiving mental health funding, these activities are in addition to the activities in that scope.

Participant “retreats” and/or activities/groups primarily focused on “self-care” are not eligible.

Funds may be used to pay presenters/facilitators, pay external space rental costs for the workshops/groups, and to supply participants of the workshops/groups with materials recommended and discussed in the workshops/groups. These items are only intended for the workshop/group participants; approved funds for these items will take into account the number of anticipated workshop/group participants. CYCF budget will indicate the specific purchases to be made; if unable to do so at time of budget negotiation, pre-approval in writing must be sought prior to purchase.

Participants must come from multiple different FRCs and/or other community-based organizations. Workshops/groups should offer child watch and a small meal to provide incentive and reduce barriers to participation.

Workshops/groups must occur between April 1, 2027-June 30, 2027. Dates for the workshops/groups must be given to DEC by January 30, 2027 and flyers (remember the DEC logo!) must be given to DEC at least a month prior.

FRC Staff Time and Administration to support families with young children

As per DEC usual policy, up to 15% Administrative costs allowed to support Lead FRC needs for administering the Celebrating the Young Child fund. Neighborhood Collaborative Partners can also bill the Lead FRC their administrative cost if approved in the budget. FRC staff time may be allocated to this grant, but it must be within their 1.00 FTE allocation across all DEC grants; no FRC or other collaborative staff may receive a bonus, stipend or incentive payment for this work.

Final approved budgets will be considered final and will not be permitted to be revised without significant extenuating circumstances, so please be mindful about proposing an accurate and achievable budget.

Funding request forms will be accepted now through November 30, 2026. Approved requests will be based on how well responses address required components and funding availability. Collaboratives are encouraged to apply sooner than the deadline as approvals are made on a rolling basis.

Funds will be for the term of July 1, 2026-June 30, 2027.

To request funds:

1. Fill out the Funding Request Form: <https://forms.cloud.microsoft/g/wiALA3yzFD>

2. You will be asked to provide a full budget and set up performance measures after your application has been approved.

The information in the funding request form is referenced from this *About the Celebrating the Young Child Fund* document. This document is the primary source of this information and should be referenced when completing this form. This document should be relied upon if discrepancies are noted. Please email yihao.li@sfgov.org / brenda.quintero@sfgov.org if any discrepancies are found.

Incomplete funding request forms without responses to all required questions and/or forms which are not officially submitted using the submit button will not be considered and will not be responded to.