**Form F**

**Community Youth Development (CYD) Program Narrative**

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| **Legal Business Name of Applicant:** |  |

*The page limit for this Form F, Community Youth Development (CYD) Program Narrative, must not exceed 10 pages, excluding attachments.*

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| 1. **Community Strengths and Needs Assessment Summary** |
| Provide a summary of the Community Strengths and Needs Assessment (CSNA). Please include the following sections in the summary:   1. Overview – Provide an overview of the proposed service area and the priority populations in the proposed area, to include demographics, community characteristics, and unique community context. 2. Implications and Conclusions – Provide a summary that indicates community needs, challenges, and protective resources, and gaps – especially related to priority service populations. 3. References – Very briefly describe how the CSNA was compiled and include a list of references. Applicants may include if and how they used the UT Population Health Maltreatment Risk Map (<https://maltreatment-risk.txsafebabies.org/>) to inform the assessment.   The CSNA summary must be limited to three (3) pages. |
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| 1. **Logic Model** |
| 1. As part of the Application, Applicant must submit a logic model for its proposed programming and activities. The logic model must be submitted as an attachment to **Form F, Program Narrative**, and labeled as **Attachment F-1, Logic Model**. |

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| 1. **Applicant’s Background and Experience** |
| 1. Explain how Applicant’s experience demonstrates the ability to provide and coordinate the proposed services. Indicate whether Applicant has experience working with youth in a prevention capacity or youth development programming.    1. Indicate whether Applicant has experience working with youth or youth development programming.    2. Briefly describe the nature of these services and the extent of Applicant's experience providing services. |
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| 1. Describe Applicant’s organizational structure, key management, and their experience with similar programming with the intended population, in addition to experience in administering complex projects, grants, or contracts. |
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| 1. Describe experience in areas such as managing budgets, grants, or contracts to demonstrate ability to support administrative and fiscal requirements. |
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| 1. If Applicant is proposing to enter into Subawards, what is Applicant’s experience managing Subawards? |
| Check this box if not applicable because Applicant is not proposing to enter into Subawards. |
| 1. How is Applicant’s organization currently performing on any existing HHSC grants or contracts? In the response, address if the following have occurred over Applicant’s current contract or grant term:    1. Applicant has not met Output and Outcome Performance Measures;    2. Applicant has been issued a letter of concern or corrective action related to Performance Measures;    3. Applicant has not submitted timely program reporting and billing; or    4. Applicant has, or has had, monitoring findings. |
| Check this box if not applicable because Applicant is not currently awarded an HHSC grant or contract. |

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| Community Partnerships |
| 1. Describe the presence that Applicant has in the proposed service area, to include information such as history of working in the community and roles (direct service delivery, community initiatives, etc.). Include any leadership and collaborative efforts that have impacted youth and families.   Optional: Attach letters of support to this **Form F, Program Narrative**. Include, at a minimum, the contact information, name of the organization, and, if applicable, projects that the organization previously worked on with Applicant. Label all letters of support as **Attachment F-2, Letters of Support**, and include Applicant’s name. |
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| 1. Describe current community partnerships and experience in connecting with other agencies and stakeholders to benefit youth and families. Include partners and the focus of these partnerships. |
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| 1. Describe the support for the proposed programming and initiatives in the proposed service area as well as any planned efforts to enhance networks and service connections. |
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