



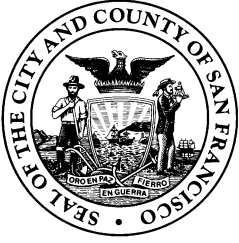
Children, Youth, and Their Families Oversight and Advisory Committee



Pre-Meeting Packet

Table of Contents

- **May 2021 Meeting Agenda**
Pg. 2-4
- **March 2021 Minutes for Approval**
Pg. 5-6
- **Item V: Community Needs Assessment Plan for Approval**
 - CNA Plan Update Presentation (Pg. 7-15)
 - CNA Plan 2021-2022 (Pg. 16-39)
- **Item VI: DCYF Summer Programming Presentation**
Pg. 40-49



Children and Youth Fund Oversight and Advisory Committee

Meeting Agenda



Members: Ellie Lerner, Jada Curry (Vice Chair), Julie Roberts-Phung, Michelle Li, Mollie Matull (OAC Chair), Nadiyah Shereff, Tina Burgelman, Winnie Chen, Yamini Oseguera-Bhatnagar

Date and Time: Monday, May 10, 2021, 3:00 PM – 5:00 PM

Zoom Meeting Link: <https://zoom.us/j/95570718882>; Webinar ID: 955 7071 8882

Join by Telephone: Dial +1-408-636-0968

I. Call to Order and Roll Call (2 mins)

II. General Public Comments

This item allows members of the public to comment generally on matters within the OAC's purview that are not on the agenda.

III. Approval of the Minutes (2 mins)

Action required

IV. Report of the OAC Chair (5 mins)

Discussion only

V. Community Needs Assessment (CNA) Plan Update (30 mins)

Action required

VI. Summer Programming Presentation (20 mins)

Discussion only

VII. Report of the DCYF Director (10 mins)

Discussion only

VIII. Report of the Service Provider Working Group (10 mins)

Discussion only

IX. Action Items & Member Feedback (2 mins)

Discussion only

X. Adjournment

Action required

Providing Public Comment

Instructions:

- Wait for Public Comment to be announced (by Item # or for General Public Comment)
- When the Clerk calls Public Comment,
 - From your screen: Select "RAISE HAND" and wait to be introduced.
 - From your phone: Press *9 to raise your hand on the phone and wait to be introduced.
- Please wait until it is your turn to speak.
- When it is time for you to speak, you will be brought into the conversation by the Zoom Administrator.
- You will have the standard 2 minutes to provide your comments.
- Once your 2 minutes have ended, you will be moved out of the speaker line and back to listening as an attendee (unless you disconnect).
- If you wish to speak on other items on the Agenda or for other comment periods, please listen for the Clerk's next prompt and follow the same set of instructions.

Best Practices:

- Call from a Quiet location.
- Speak slowly and clearly.
- Turn down any televisions or radios around you.
- Address the Oversight and Advisory Committee as a whole. Do not address individual Members.



Children and Youth Fund Oversight and Advisory Committee

Meeting Agenda



KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For information on your rights under the Sunshine Ordinance (Chapters 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, please contact: Sunshine Ordinance Task Force Administrator

City Hall – Room 244 1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
415-554-7724 (Office); 415-554-7854 (Fax)
E-mail: SOTF@sfgov.org

Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org. Copies of explanatory documents are available to the public online at <http://www.sfbos.org/sunshine> or, upon request to the Commission Secretary, at the above address or phone number.

LANGUAGE ACCESS

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and/or Filipino (Tagalog) interpreters will be available upon request. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact Emily Davis at 415-554-8991 or Emily.Davis@dcyf.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

ACCESSIBLE MEETING POLICY

Per the Americans with Disabilities Act and the Language Access Ordinance, Chinese, Spanish, Filipino (Tagalog), and/or American Sign Language interpreters will be available upon request. Additionally, every effort will be made to provide assistive listening devices and meeting materials in alternative formats (braille or large print). Minutes may be translated after they have been adopted by the Commission. For all these requests, please contact Emily Davis, Community Engagement Associate at least 72 hours before the meeting at 415-554-8991. Late requests will be honored if possible. The hearing room is wheelchair accessible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

LOBBYIST ORDINANCE

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, (415) 252-3100, FAX (415) 252-3112, website: www.sfgov.org/ethics.

CHINESE

如對會議有任何疑問，請致電415-557-9942查詢。當會議進行時，嚴禁使用手機及任何發聲電子裝置。會議主席可以命令任何使用手機或其他發出聲音裝置的人等離開會議場所。

了解你在陽光政策下的權益

政府的職責是為公眾服務，並在具透明度的情況下作出決策。市及縣政府的委員會、市參事會、議會和其他機構的存在是為處理民眾的事務。本政策保證一切政務討論都在民眾面前進行，而市政府的運作也公開讓民眾審查。如果你需要知道你在陽光政策 (San Francisco Administrative Code Chapter 67) 下擁有的權利，或是需要舉報違反本條例的情況，請聯絡：

陽光政策 專責小組行政官

地址：City Hall – Room 244 1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
電話號碼：415-554-7724；傳真號碼415-554-5163
電子郵件：SOTF@sfgov.org

陽光政策的文件可以通過陽光政策專責小組秘書、三藩市公共圖書館、以及市政府網頁www.sfgov.org等途徑索取。民眾也可以到網頁<http://www.sfbos.org/sunshine>閱覽有關的解釋文件，或根據以上提供的地址和電話向委員會秘書索取。

語言服務

根據語言服務條例(三藩市行政法典第91章)，中文、西班牙語和/或菲律賓語(泰加洛語)傳譯人員在收到要求後將會提供傳譯服務。翻譯版本的會議記錄可在委員會通過後透過要求而提供。其他語言協助在可能的情況下也將可提供。上述的要求，請於會議前最少48小時致電415-557-9942或電郵至Brandon.Shou@dcyf.org向委員會秘書Brandon Shou提出。逾期提出的請求，若可能的話，亦會被考慮接納。

利便參與會議的相關規定

根據《美國殘疾人士法案》(Americans with Disabilities Act)與「語言服務條例」(Language Access Ordinance)，中文、西班牙文、菲律賓文和/或美國手語傳譯員，須應要求，提供傳譯服務。另外，我們會盡一切努力予以提供輔助性聽力儀器及不同格式(點字印製或特大字體)的會議資料。翻譯版本的會議記錄可在委員會通過後予以提供。如有這些方面的請求，請在會議前七十二(72)小時致電415-557-9942與Brandon Shou聯絡。逾期所提出的請求，若可能的話，亦會接納。聽證室設有輪椅通道。

為了讓市政府更好照顧有嚴重過敏、因環境產生不適、或對多種化學物質敏感的病患者、以及有相關殘疾的人士、出席公眾會議時，請注意其他與會者可能會對不同的化學成分產品產生過敏。請協助市政府照顧這些個別人士的需要。

遊說者法令

依據「三藩市遊說者法令」(SF Campaign & Governmental Conduct Code 2.100)能影響或欲影響本地立法或行政的人士或團體可能需要註冊，並報告其遊說行為。如需更多有關遊說者法令的資訊，請聯絡位於Van Ness街25號220室的三藩市道德委員會，電話號碼：415-252-3100，傳真號碼415-252-3112，網址：www.sfgov.org/ethics。

SPANISH

Para preguntas acerca de la reunión, por favor contactar el 415-934-4840. El timbrado de y el uso de teléfonos celulares, localizadores de personas, y artículos electrónicos que producen sonidos similares, están prohibidos en esta reunión. Por favor tome en cuenta que el Presidente podría ordenar el retiro de la sala de la reunión a cualquier persona(s) responsable del timbrado o el uso de un teléfono celular, localizador de personas, u otros artículos electrónicos que producen sonidos similares.

CONOZCA SUS DERECHOS BAJO LA ORDENANZA SUNSHINE

El deber del Gobierno es servir al público, alcanzando sus decisiones a completa vista del público. Comisiones, juntas, concilios, y otras agencias de la Ciudad y Condado, existen para conducir negocios de la gente. Esta ordenanza asegura que las deliberaciones se lleven a cabo ante la gente y que las operaciones de la ciudad estén abiertas para revisión de la gente. Para obtener información sobre sus derechos bajo la Ordenanza Sunshine

1390 Market Street, Suite 900 • San Francisco, CA 94102 • Tel 415.554.8990 • Fax 415.554.8965 • TTY 415.934.4847 • www.dcyf.org



Children and Youth Fund Oversight and Advisory Committee

Meeting Agenda



(capítulo 67 del Código Administrativo de San Francisco) o para reportar una violación de la ordenanza, por favor póngase en contacto con:

Administrador del Grupo de Trabajo de la Ordenanza Sunshine (Sunshine Ordinance Task Force Administrator)
City Hall – Room 244 1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
415-554-7724 (Oficina); 415-554-5163 (Fax);
Correo electrónico: SOTF@sfgov.org

Copias de la Ordenanza Sunshine pueden ser obtenidas del Secretario del grupo de Trabajo de la Ordenanza Sunshine, la Biblioteca Pública de San Francisco y en la página web del internet de la ciudad en www.sfgov.org. Copias de documentos explicativos están disponibles al público por Internet en <http://www.sfbos.org/sunshine>; o, pidiéndolas al Secretario de la Comisión en la dirección o número telefónico mencionados arriba.

ACCESO A IDIOMAS

De acuerdo con la Ordenanza de Acceso a Idiomas "Language Access Ordinance" (Capítulo 91 del Código Administrativo de San Francisco "Chapter 91 of the San Francisco Administrative Code") intérpretes de chino, español y/o filipino (tagalo) estarán disponibles de ser requeridos. Las minutas podrán ser traducidas, de ser requeridas, luego de ser aprobadas por la Comisión. La asistencia en idiomas adicionales se tomará en cuenta siempre que sea posible. Para solicitar asistencia con estos servicios favor comunicarse con Prishni Murillo al 415-934-4840, o Prishni.Murillo@dcyf.org por lo menos 48 horas antes de la reunión. Las solicitudes tardías serán consideradas de ser posible.

POLITICA DE ACCESO A LA REUNIÓN

De acuerdo con la Ley sobre Estadounidenses con Discapacidades (Americans with Disabilities Act) y la Ordenanza de Acceso a Idiomas (Language Access Ordinance) intérpretes de chino, español, filipino (tagalo) y lenguaje de señas estarán disponibles de ser requeridos. En adición, se hará todo el esfuerzo posible para proveer un sistema mejoramiento de sonido y materiales de la reunión en formatos alternativos. Las minutas podrán ser traducidas luego de ser aprobadas por la Comisión. Para solicitar estos servicios, favor contactar a Prishni Murillo, por lo menos 72 horas antes de la reunión al 415-934-4840. Las solicitudes tardías serán consideradas de ser posible. La sala de audiencia es accesible a silla de ruedas.

ORDENANZA DE CABILDEO

Individuos y entidades que influncian o intentan influenciar legislación local o acciones administrativas podrían ser requeridos por la Ordenanza de Cabildeo de San Francisco (SF Campaign & Governmental Conduct Code 2.100) a registrarse y a reportar actividades de cabildeo. Para más información acerca de la Ordenanza de Cabildeo, por favor contactar la Comisión de Ética: 25 de la avenida Van Ness, Suite 220, San Francisco, CA 94102, 415-252-3100, FAX 415-252-3112, sitio web: www.sfgov.org/ethics.

FILIPINO

Kung mayroon kayong mga tanong tungkol sa miting, mangyaring tumawag lang sa 415-554-8991. Ang pagtunog at paggamit ng mga cell phone, mga pager at kagamitang may tunog ay ipinagbabawal sa pulong. Paalala po na maaaring palabasin ng Tagapangulo ang sinumang may-ari o responsable sa ingay o tunog na mula sa cell-phone, pager o iba pang gamit na lumilikha ng ingay.

ALAMIN ANG INYONG MGA KARAPATAN SA ILALIM NG SUNSHINE ORDINANCE

Tungkulin ng Pamahalaan na paglikuran ang publiko, maabot ito sa patas at madaling maunawaan na paraan. Ang mga komisyon, board, kapulungod at iba pang mga ahensya ng Lungsod at County ay mananatili upang maglingkod sa pamayanan. Tinitiyak ng ordinansa na ang desisyon o pagpapasya ay ginagawa kasama ng mamamayan at ang mga gawaing panglungsod na napagkaisahan ay bukas sa pagsusuri ng publiko. Para sa impormasyon ukol sa inyong karapatan sa ilalim ng Sunshine Ordinance (Kapitulo 67 sa San Francisco Administrative Code) o para mag-----report sa paglabag sa ordinansa, mangyaring tumawag sa Administrador ng Sunshine Ordinance Task Force .
City Hall – Room 244 1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
415-554-7724 (Opisina); 415-554-7854 (Fax)
E-mail: SOTF@sfgov.org

Ang mga kopya ng Sunshine Ordinance ay makukuha sa Clerk ng Sunshine Task Force, sa pampublikong aklatan ng San Francisco at sa website ng Lungsod sa www.sfgov.org. Mga kopya at mga dokumentong na nagpapaliwanag sa Ordinance ay makukuha online sa <http://www.sfbos.org/sunshine> o sa kahilingan sa Commission Secretary, sa address sa itaas o sa numero ng telepono.

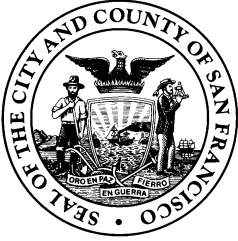
PAG-ACCESS SA WIKA

Ayon sa Language Access Ordinance (Chapter 91 ng San Francisco Administrative Code), maaaring mag-request ng mga tagapagsalin sa wikang Tsino, Espanyol, at/o Filipino (Tagalog). Kapag hiniling, ang mga kaganapan ng miting ay maaring isalin sa ibang wika matapos ito ay aprobahan ng komisyon. Maari din magkaroon ng tulong sa ibang wika. Sa mga ganitong uri ng kahilingan, tumawag po lamang kay Emily Davis sa 415-554-8991, o Emily.Davis@dcyf.org sa hindi bababa sa 48 oras bago mag miting. Kung maari, ang mga late na hiling ay posibleng pagbibigyan.
PATAKARAN PARA SA PAG-ACCESS NG MGA MITING

Ayon sa batas ng Americans with Disabilities Act at ng Language Access Ordinance, maaaring mag-request ng mga tagapagsalin wika sa salitang Tsino, Espanyol, Filipino o sa may kapansanan pandinig sa American Sign Language. Bukod pa dito, sisikapin gawan ng paraan na makapaglaan ng gamit upang lalong pabutihin ang inyong pakikinig at maibahagi ang mga kaganapan ng miting sa iba't ibang anyo (braille o malalaking print). Ang mga kaganapan ng miting ay maaaring isalin sa ibang wika matapos ito ay aprobahan ng komisyon. Sa mga ganitong uri ng kahilingan, tumawag po lamang kay Emily Davis sa 415-554-8991. Magbigay po lamang ng hindi bababa sa 72 oras na abiso bago ng miting. Kung maari, ang mga late na hiling ay posibleng tanggapin. Ang silid ng pagpupulungan ay accessible sa mga naka wheelchair.

LOBBYIST ORDINANCE

Ayon sa San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code 2.100], ang mga indibidwal o mga entity na nag iimpluensiya o sumusubok na mag impluensiya sa mga lokal na pambatasan o administrative na aksyon ay maaaring kailangan mag-register o mag-report ng aktibidad ng lobbying. Para sa karagdagan na impormasyon tungkol sa Lobbyist Ordinance, tumawag lamang po sa San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, (415) 252-3100, FAX (415) 252-3112, website: www.sfgov.org/ethics.



Children and Youth Fund Oversight and Advisory Committee

Meeting Minutes



Members: Ellie Lerner, Jada Curry (Vice Chair), Julie Roberts-Phung, Michelle Li, Mollie Matull (OAC Chair), Nadiyah Shereff, Tina Burgelman, Winnie Chen, Yamini Oseguera-Bhatnagar

Date and Time: Monday, March 8, 2021, 3:00pm – 5:00pm

Zoom Meeting Link: <https://zoom.us/j/95783694300>; Webinar ID: 957 8369 4300

Join by Telephone: Dial +1-(408)-638-0968

I. Call to Order and Roll Call (2 mins)

- A. Meeting called to order 3:07pm.
- B. Members Present: Mollie Matull, Jada Curry, Julie Roberts-Phung, Tina Burgelman, Yamini Oseguera-Bhatnagar, Winnie Chen
- C. Members Absent: Michelle Li, Ellie Lerner, Nadiyah Shereff

II. General Public Comments

- A. No public comment.

III. Approval of the Minutes (2 mins)

- A. Minutes approved unanimously.

IV. Report of the OAC Chair (15 mins)

- A. Chair Matull shared her report.
- B. Public Comment
- C. Member Comments & Questions
 - SPWG Co-Chair Madison Holland expressed appreciation to Chair Matull in sharing the agenda framework. No immediate feedback.
 - Member Julie Roberts-Phung shared appreciation to Chair Matull and asked about timeline to review and approve CNA and evaluations, requested clarification on responsibilities and subcommittees as listed in the bylaws. Chair Matull stated that due to the OAC being small in membership, the subcommittees will be inactive. Focus work groups may be needed in future for certain topics and will hope to elevate conversations at the full committee so there will be no need for subcommittees.
 - Member Winnie Chen agreed with Chair Matull's governance and agenda plan.

V. Overview of DCYF's 5 Year Planning Cycle (50 mins)

- A. DCYF Data & Evaluations Manager, Sarah Duffy shared the presentation.
 - In light of this presentation, and taking into consideration the wide impacts of COVID-19 on San Francisco's children, youth, and families – what are some ideas for innovative approaches to engagement for the CNA? How might the OAC support this engagement?
- B. Public Comment
 - SPWG Co-Chair Madison Holland shared that the district-focused community engagement family summits posed some challenges for families. Can CBOs host Family Summits and family surveys? Co-Chair Holland suggested creative ways to get family feedback, a more flexible timeframe, provide incentives for community participation, and to leverage SPWG/CBO feedback. Will DCYF continue to work with a contractor? Sarah Duffy stated that DCYF is working on updating the CNA plan and data collection plan. Pre-Covid, DCYF was working with CBOs and other organizations on small, focused conversations. DCYF is working internally on the budget.
 - SPWG Co-Chair Frederique Clermont asked if DCYF will utilize virtual tools. Sarah Duffy stated that DCYF will use virtual tools. DCYF has been receiving CHI feedback on virtual tools and will research best practices and work with SPWG for virtual space. DCYF is also working with technical assistance and capacity building. DCYF will try to have a few in-person interviews at hubs during pick up and drop off. Sarah shared that DCYF will conduct a hybrid data collection.
 - Co-Chair Clermont suggested DCYF also conduct interviews at Covid testing sites.
- C. Member Comments & Questions
 - OAC Vice Chair Jada Curry suggested meeting families who use food banks/drives.
 - Member Roberts-Phung acknowledged the challenges in the process and agreed with suggestions from Vice Chair Curry and SPWG. She suggested collaboration with City College to reach TAY and to compare data pre- and post-Covid, acknowledging the effect of Covid.
 - Member Yamini Oseguera-Bhatnagar agreed and shared that there will always be disconnected families that do not show up to events and family summits and stressed the importance that DCYF catch them at times that is convenient for them.

VI. Report of the DCYF Director (15 mins)

- A. Director Su shared her report.
 - SFUSD held press conference to announce the tentative agreement on instructional model for elementary schools.
 - DCYF is working closely with SFUSD on summer programming and opportunities. BOS announced policy direction to help this effort.
 - In follow-up to an action item requested at the last OAC Meeting, Director Su shared the following data:
 - Between September 2020 – January 2021, there were a total of 12 site closures. In all the site closures, 1 staff tested positive, and the sites decided to close and have entire staff tested. Only 2 out of the 12 sites closed longer than 1 week. There were 5 other cases where sites only closed the pod, but the site remained open. The sites that closed were within multiple neighborhoods. Two sites out of the 12 closed twice, which happened early in the program.



Children and Youth Fund Oversight and Advisory Committee



Meeting Minutes

B. Public Comment

- SPWG Co-Chair Clermont asked how hubs will evolve as schools open. Director Su said that discussions are ongoing regarding how hubs can continue to support youth and SFUSD. DCYF funding to CBOs is not dependent on number of children attending hub sites.

C. Member Comments & Questions

- Member Roberts-Phung requested DCYF to share the neighborhoods in which the closures took place and if DCYF can share data on CBO staff vaccinations and barriers. Director Su said that the data for Covid infections and closures will be included in CHI data dashboards. DCYF will discuss internally on how to share more specifics about location of hub sites closures without violating privacy laws. Hubs staff have been fast tracked for vaccinations. Director Su shared that SFUSD Superintendent Matthews stated that by end of the week all SFUSD staff and teachers are to be vaccinated. SFUSD through an RFP, selected a provider and will announce final announcement after two-week grievance period. Out-of-school programs are not required to be vaccinated. Director Su shared that the summer initiative will include paid opportunities for high school students. DCYF does not require agencies to test youth participants.
- Member Chen shared that the DPH covid testing and safety protocols address questions that Member Roberts-Phung asked.

VII. Report of the Service Provider Working Group (10 mins)

A. SPWG Co-Chairs shared their report.

- SPWG Retreat, April 29, 10am-12pm.
 - Community building
 - Education on membership role
 - Assessment of current state of affairs
 - Understanding DCYF/OAC/SPWG partnership
- Will share Sarah Duffy's presentation at the retreat and invite any DCYF staff and OAC members to attend.
- SF RISE to help address learning loss due to pandemic.
- Co-Chair Holland thanked DCYF for work on summer programming.

VIII. Action Items & Member Feedback (2 mins)

- Next OAC Meeting is Monday, May 10.
- Chair Matull to check agenda plan with legislative requirements.
- OAC Chairs to check-in with absent members.

IX. Adjournment

- Meeting adjourned at 4:51pm.

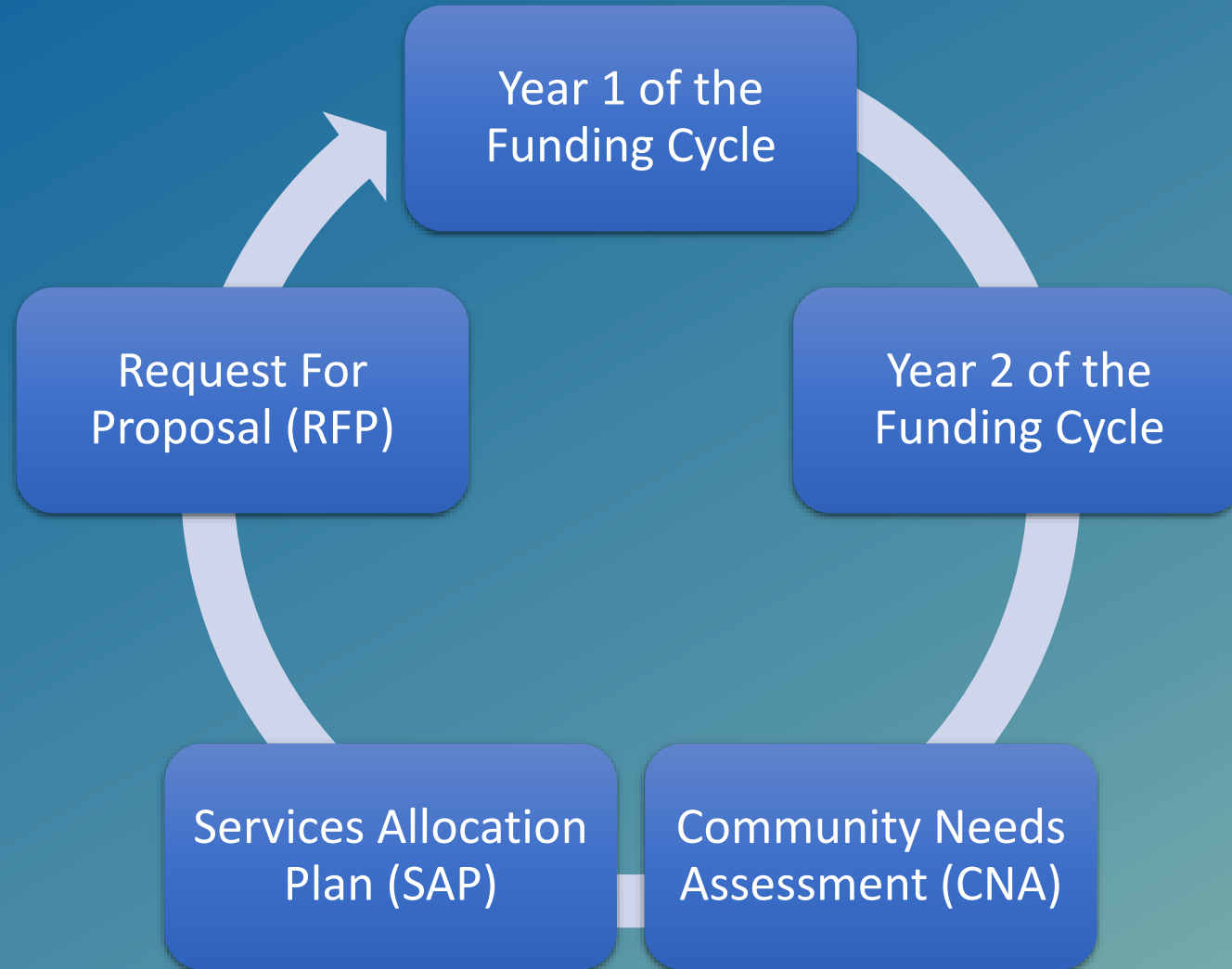


DCYF Community Needs Assessment Revised Plan Update

DCYF Oversight & Advisory Committee
Monday, May 10, 2021



Typical 5 Year Planning Elements



What is the Community Needs Assessment?

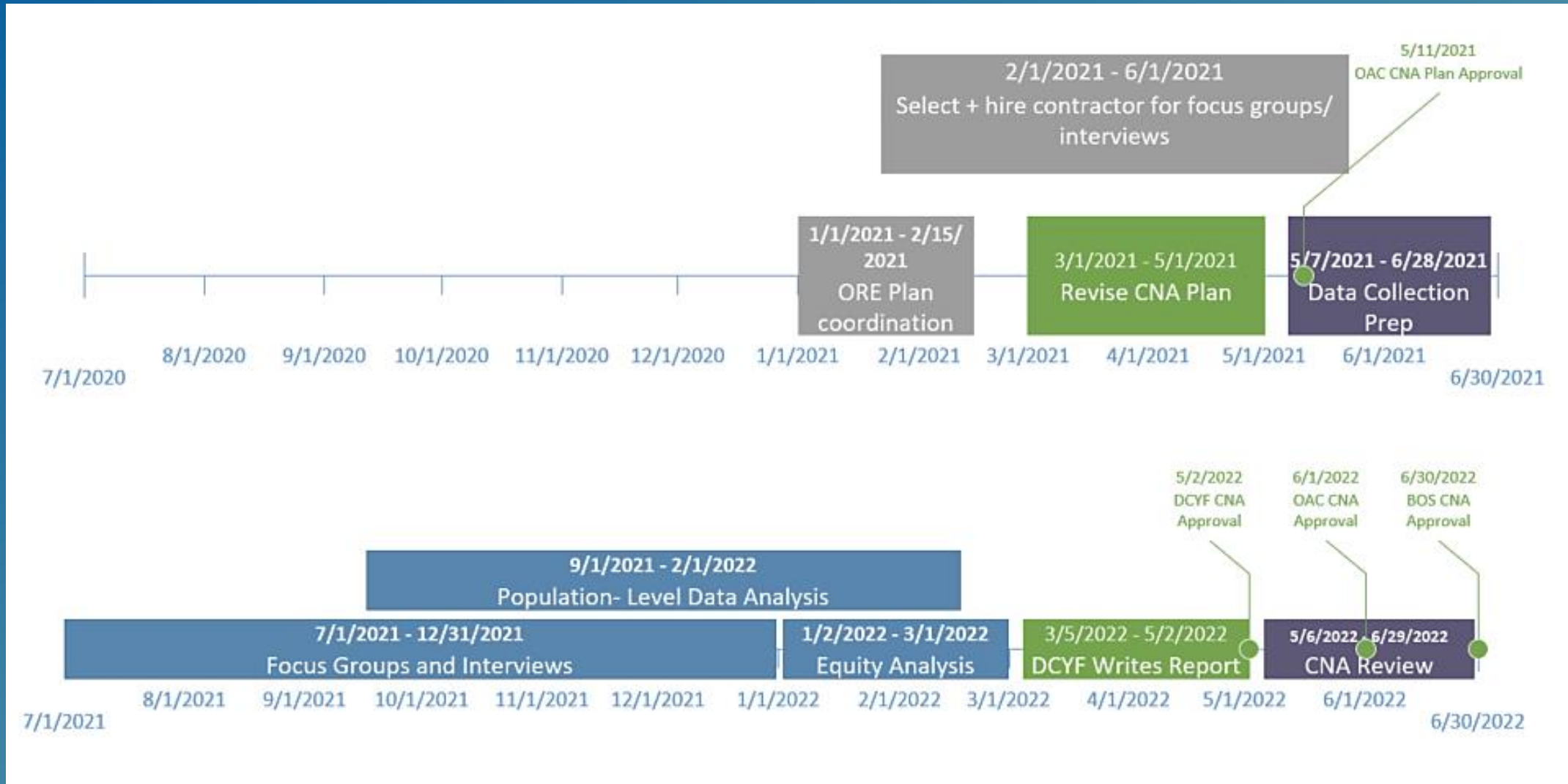
Every five years, DCYF engages young people, parents and service providers in a **Community Needs Assessment (CNA)** to guide what services we need to realize the vision of the Children and Youth Fund.

Data collected in the CNA through interviews, focus groups, surveys and other outreach mechanisms, as well as an equity analysis focusing on low-income neighborhoods and disadvantaged communities, informs the development of a citywide action plan (the Services Allocation Plan or SAP) and strategic funding priorities, which are then operationalized in a Request for Proposals (RFP).

Adjustments to Original Timeline

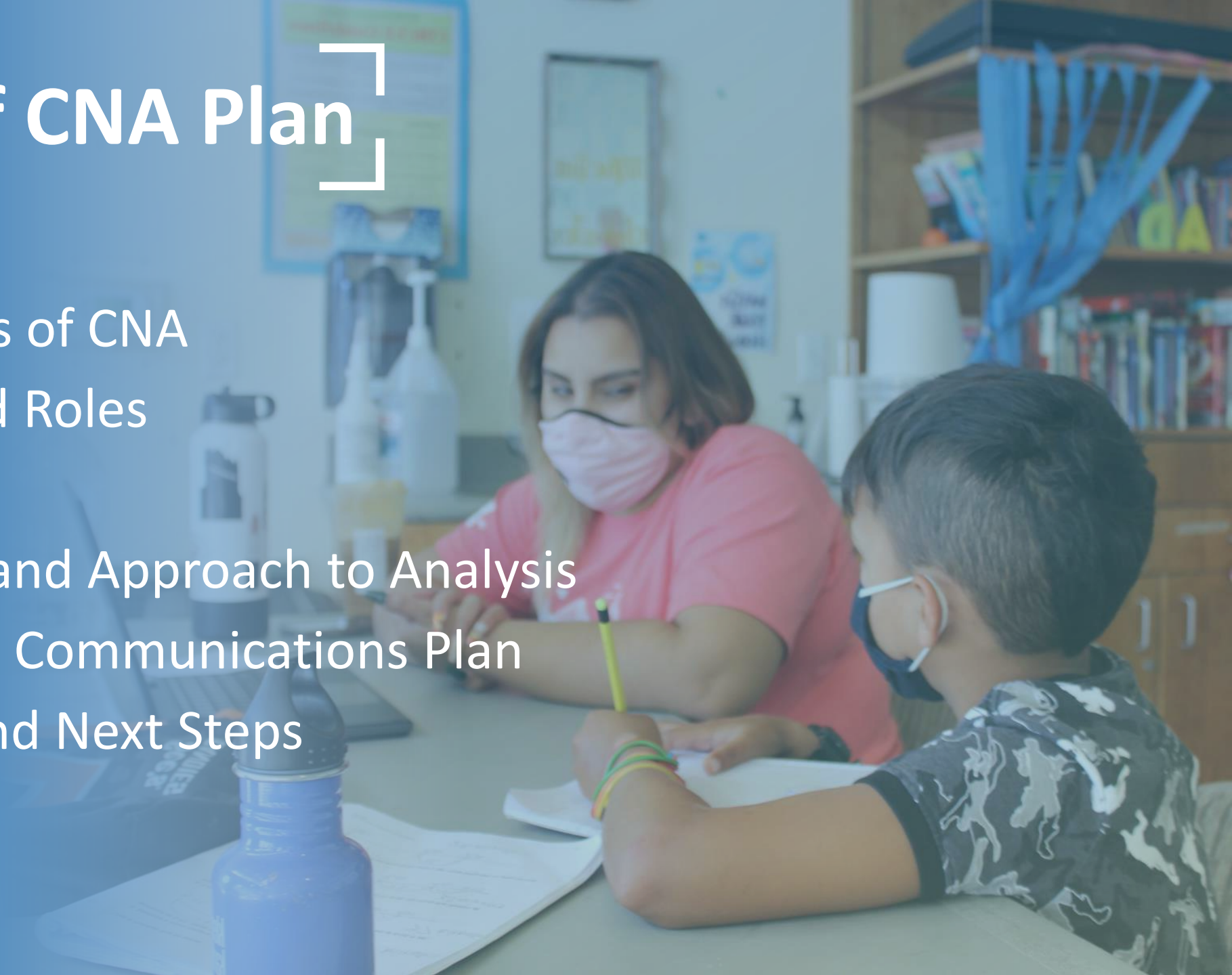
	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Pre-COVID	Funding Cycle Year 1	CNA	CNA/SAP	SAP	RFP	Funding Cycle Year 1	Funding Cycle Year 2
COVID Adjusted	Funding Cycle Year 1	Funding Cycle Year 2	Draft CNA Plan	CNA	SAP	RFP	Funding Cycle Year 1

Revised CNA Timeline – May 2021



Overview of CNA Plan

- Goals and Values of CNA
- CNA Staffing and Roles
- Timeline
- Data Collection and Approach to Analysis
- Final Report and Communications Plan
- Plan Approval and Next Steps



CNA Plan Revisions due to COVID-19

CNA Staffing

- DCYF staff adjustments due to new assignments
- New CNA DCYF staff advisory group
- Additional consultant for qualitative data collection

Timeline

- Pause for over one year
- Community Engagement to resume in Summer 2021
- Quantitative analysis to occur in Fall 2021
- New end date in 2022

Data Collection

- Additional COVID-related themes to explore
- Additional Priority Populations
- New opportunity to add racial equity lens guided by DCYF Racial Equity & DEI Lead Xavier Morales
- Virtual options for engagement
- In-person with added safety protocols

SPWG Report Out & Questions for OAC Discussion

What ideas do you have for ways that DCYF can gather information and engage with your communities virtually?

Which populations have been disproportionately impacted by COVID that DCYF should prioritize connecting with?

Next Steps

DCYF will select consultant to support qualitative data collection and community engagement

DCYF and consultant will develop community engagement questions

CNA data collection begins in Summer 2021!



SAN FRANCISCO DEPARTMENT OF
CHILDREN, YOUTH & THEIR FAMILIES
**COMMUNITY NEEDS
ASSESSMENT PLAN
2021 - 2022**

JULY 2019
REVISED MAY 2021

Prepared for the Children, Youth & Their Families Oversight & Advisory Committee



Maria Su, Psy.D
Executive Director



London N. Breed
Mayor



CONTENTS

I. DCYF AND ITS FUNDING CYCLE	2
II. GOALS & VALUES OF THE CNA PROCESS	3
Adjustments Resulting from the COVID-19 Pandemic	3
Guiding CNA Principles	4
III. CNA STAFFING & ROLES	4
DCYF Staff.....	4
Consultant	5
Children, Youth, and Their Families Oversight and Advisory Committee.....	5
Youth Commission, City Departments, and the Board of Supervisors.....	5
IV. TIMELINE.....	6
V. DATA COLLECTION APPROACH & ANALYSIS.....	7
DCYF's Four Results Areas.....	7
Guiding Questions.....	8
Priority Populations	9
Existing Data Sources	10
New Data and Community Voices	12
Equity Analysis.....	13
VI. FINAL REPORT & COMMUNICATIONS PLAN	14
Structure of Report.....	14
Communications Plan	15
VII. PLAN APPROVAL & NEXT STEPS	16
VIII. APPENDICES.....	16
Appendix A: Population-Level Indicators.....	16
Appendix B: Timeline.....	18
Appendix C: Priority Populations for Targeted Outreach	20

I. DCYF AND ITS FUNDING CYCLE

In 1991, voters made San Francisco the first city in the country to guarantee funding for children by passing the Children’s Amendment. This landmark legislation set aside a portion of annual property taxes for the Children’s Fund, to be used exclusively for services that benefit children from birth to age 17. The Children’s Fund was renewed by voters in 2000, then renewed again with an expansion when the Children and Families First Initiative was approved by voters in November 2014.

The Children and Families First Initiative extended the Fund and the property tax set-aside for 25 years, increased the set-aside a quarter cent each year for four years, from three cents for each \$100 of assessed property value to four cents for each \$100 by fiscal year 2018-2019 and beyond, and expanded the use of the Fund to provide services to disconnected transitional age youth (TAY) age 18 to 24. The Fund was also renamed the “Children and Youth Fund” to reflect this expanded service population.

In addition, the three-year planning cycle for spending from the Fund was changed to a five-year cycle with additional planning steps. To fulfill the planning requirements of the Children and Youth Fund, the San Francisco Department of Children, Youth, and their Families (DCYF) engages young people, parents, and service providers in a Community Needs Assessment (CNA) every five years. The Children and Families First Initiative stipulates that the CNA shall include “qualitative and quantitative data sets collected through interviews, focus groups, surveys or other outreach mechanisms to determine service gaps in programming for children, youth, and families.”

The CNA process must also include an equity analysis that includes “a set of equity metrics to be used to establish a baseline of existing services and resources in low-income neighborhood and disadvantaged communities, compared to services and resources available in the city as a whole.” Both the plan for the CNA and the final CNA document must be approved by the Children and Youth Fund’s Oversight & Advisory Committee (OAC) before the document is released to the Board of Supervisors for final approval.

The results of the CNA process inform the development of a citywide action plan (the Services Allocation Plan, or SAP) and strategic funding priorities, which are in turn operationalized in a Request for Proposals (RFP).

The cycle of assessing needs, allocating resources, and implementing funding is depicted at right.

This plan describes the roles of DCYF department staff, contractors, and the OAC in the CNA process; outlines key project milestones; details data collection and analyses of existing data sources and new community data collection; previews the organization of the final CNA report; and identifies creative/communications assets to be developed and released alongside the CNA report.

Figure 1. DCYF’s Five-Year Funding Cycle



II. GOALS & VALUES OF THE CNA PROCESS

DCYF brings together City government, schools, and community-based organizations (CBOs) to help our city's children and youth, birth to age 24, and their families lead lives full of opportunity and happiness. We strive to make San Francisco a great place to grow up and this requires resources, collaboration, coordination, and creativity.

The Community Needs Assessment process is not just an obligation for DCYF. It is an opportunity to devote time and energy towards listening to community members; understanding the strengths and challenges facing San Francisco children, youth, and families; and lifting these voices to amplify their impact. DCYF will focus its energy on meeting San Franciscans in their communities, bringing the agency out of its offices and into local communities to experience and deeply understand the needs of children, youth, and families. The CNA will also leverage interdepartmental partnerships between DCYF and other San Francisco departments and agencies in order to better learn from these communities.

DCYF and our contractors assisting with the CNA will strive to apply best practices in research and engagement, as well as principles of equity, throughout this process. The findings of the CNA will be used to inform DCYF's next Services Allocation Plan, and as such the data and input collected during the process is critical to DCYF's commitment to ensuring that children and youth with the highest needs receive maximum benefit from the Children and Youth Fund. In collecting and analyzing data, listening to community members, and shaping the final CNA report, DCYF aims to create a high-quality research document that will inform DCYF's funding priorities.

Adjustments Resulting from the COVID-19 Pandemic

In March 2020, DCYF was several months into CNA activities. DCYF had completed a thorough review of relevant literature and held Family Summits in each of the 11 Supervisorial Districts. DCYF was in the process of preparing for population-specific community engagement meetings when Mayor Breed and San Francisco's Health Officer issued a Shelter-In-Place order for the City due to the COVID-19 pandemic. At that point, DCYF paused all CNA work and redirected staff to focus on crisis response activities. DCYF supported Community Based Organizations to address the immediate needs of San Francisco's highest risk children, youth, and families and adjusted funding and service requirements to allow for greater flexibility to meet these needs.

DCYF received permission to postpone work on the Community Needs Assessment until the beginning of Fiscal Year 2021-22. Doing so has allowed DCYF staff to use FY 2020-21 to focus on supporting the Community Hubs Initiative, Summer 2021, and other crisis response programming needs.

By Summer 2021 we anticipate that San Francisco's communities may have a clearer sense of what are now the most pressing needs for children, youth, and families in the aftermath of the pandemic.

DCYF will resume the CNA work with a new added focus of understanding the current state of San Francisco's children, youth, and families because of COVID-19. We enter the process mindful of inequities that existed pre-pandemic and may have grown over the past year as children and families have been isolated from many of their family, community, and school connections, and have faced trauma associated with illness, loneliness, and economic hardship. As DCYF engages with community, we will collect information on children, youth and families' experiences over the past year, their hopes and needs for the future. This CNA will capture a point in history unlike any other, with an urgent mission to understanding more about how DCYF and the City might be able to improve lives of San Francisco's most vulnerable children, youth, and families.

Guiding CNA Principles

Research

- Incorporate research and findings from other City departments and local organizations.
- Use high-quality data sources and conduct tailored analysis.
- Engage experts to conduct impartial qualitative data collection.

Community Voices

- Conduct targeted and meaningful outreach and engagement throughout the city to listen and gather input from community stakeholders with attention to each district, to our CBO community, and to youth voices.
- Use creative outreach and participatory methods to allow for authentic and empowered community participation.
- Listen to and amplify community voices through digital storytelling, contextualizing data with first person narratives representing community strengths, needs, and unique challenges.

Equity

- Identify populations facing concentrated need for priority outreach and engagement in process.
- Disaggregate data by race/ethnicity wherever possible.
- Analyze current investments with an equity lens.
- Document strengths and needs faced by local communities to inform equitable allocation of DCYF funds.
- Provide a range of opportunities in various formats for community members to provide input on the strengths and needs of local communities and priority populations.
- Ensure that these different opportunities are accessible by non-English speaking community members, working parents, parents with small children, and other community members who may otherwise face barriers to participation.

III. CNA STAFFING & ROLES

The CNA process will be led by DCYF's Data & Evaluation Team, in collaboration with the DCYF Community Engagement and Communications Team as well as an outside consultant. Senior leadership from DCYF and the OAC will offer input and advice throughout the process, approving both the CNA plan and finished report prior to its approval by the Board of Supervisors.

DCYF Staff

Data & Evaluation (D&E) Team

- **Manager Sarah Duffy** will be the CNA Project Manager and will contribute to the final report.
- **Principal Analyst Wally Abrazaldo** will act as lead for the Equity Analysis and for all analyses of quantitative data, assisted by **other analysts from the D&E Team**. Wally will also contribute to the final report.
- **Analysts Celeste Middleton and Ryan Sapinosa** will liaise with the Consultant to support and guide the collection of new qualitative data and community voices. Celeste and Ryan will also manage the literature review and contribute to the final report.
- **San Francisco Fellows** will support D&E and the Communications Team with literature review, data entry, logistics and staffing for community input sessions, and other tasks as needed.

Community Engagement and Communications (Comms) Team

- **Manager Dori Caminong** will oversee community engagement work, including district-level input sessions and all creative assets produced and released in tandem with the CNA process.
- **Other staff from the Community Engagement and Communications Team** will support community engagement processes (logistics, coordination, outreach, and promotion), the production and release of creative and digital assets, the creation of external presentation materials, and the design/layout of the final CNA report.

Senior Leadership

- **Executive Director Maria Su and DCYF senior leadership** will advise the CNA, receive regular briefings on CNA progress and review and provide input on and approval of all deliverables.

Other DCYF Staff

- Members of DCYF's **Funding, Contracts & Compliance, and Fiscal teams** will receive quarterly updates about CNA progress, and support community engagement with grantees and community members as needed for data collection.

Consultant

- **DCYF-funded consultants** will plan and facilitate all new qualitative data collection and analysis for the CNA process, following guidance from the DCYF D&E and Communications teams. These efforts will include district-level community input sessions as well as outreach to, and data collection from, priority populations identified by DCYF and the OAC. This data collection may consist of focus groups, interviews, “pop-up” sessions, and other mechanisms for collecting information from youth, parents, and experts in the community. By engaging with consultants, DCYF will expand its capacity for qualitative data collection and improve the objectivity of respondents’ input. The consultants will produce one or more qualitative data report(s) for DCYF to use in the creation of the final CNA report.

Children, Youth, and Their Families Oversight and Advisory Committee

The OAC and the Service Provider Working Group will provide guidance throughout the CNA process, working with DCYF to identify populations in San Francisco from whom to collect input and then assisting the Department in connecting with community groups and members through their ties to children, youth, families, and local service providers. Appendix B provides a detailed timeline of the dates when DCYF will engage with the OAC.

- The **OAC** will receive briefings throughout the CNA process and review and approve the CNA Plan and final report. The OAC may provide input to DCYF and the consultants into the priority populations and topics to cover in interviews and focus groups, support data collection efforts by identifying possible connections to community members and groups, and review and offer feedback to initial drafts of the CNA Plan and Report.
- The **Service Provider Working Group** (SPWG) will receive briefings and provide guidance during the CNA process. DCYF will consult the SPWG for observations about the needs of children, youth, and families, and may request that the SPWG ask its members to help make connections to community groups serving diverse populations of children, youth, and families.

About the Children, Youth, and Their Families Oversight and Advisory Committee (OAC)

The OAC, created upon DCYF’s reauthorization in 2014, is an eleven-member body that monitors and participates in the administration of the Children and Youth Fund.

The **Service Provider Working Group** advises the OAC on funding priorities, policy development, the planning cycle, evaluation design and plans, and other issues of concern related to DCYF or its Fund. It engages a broad cross-section of service providers, and all members actively provide services to children, youth, and their families.

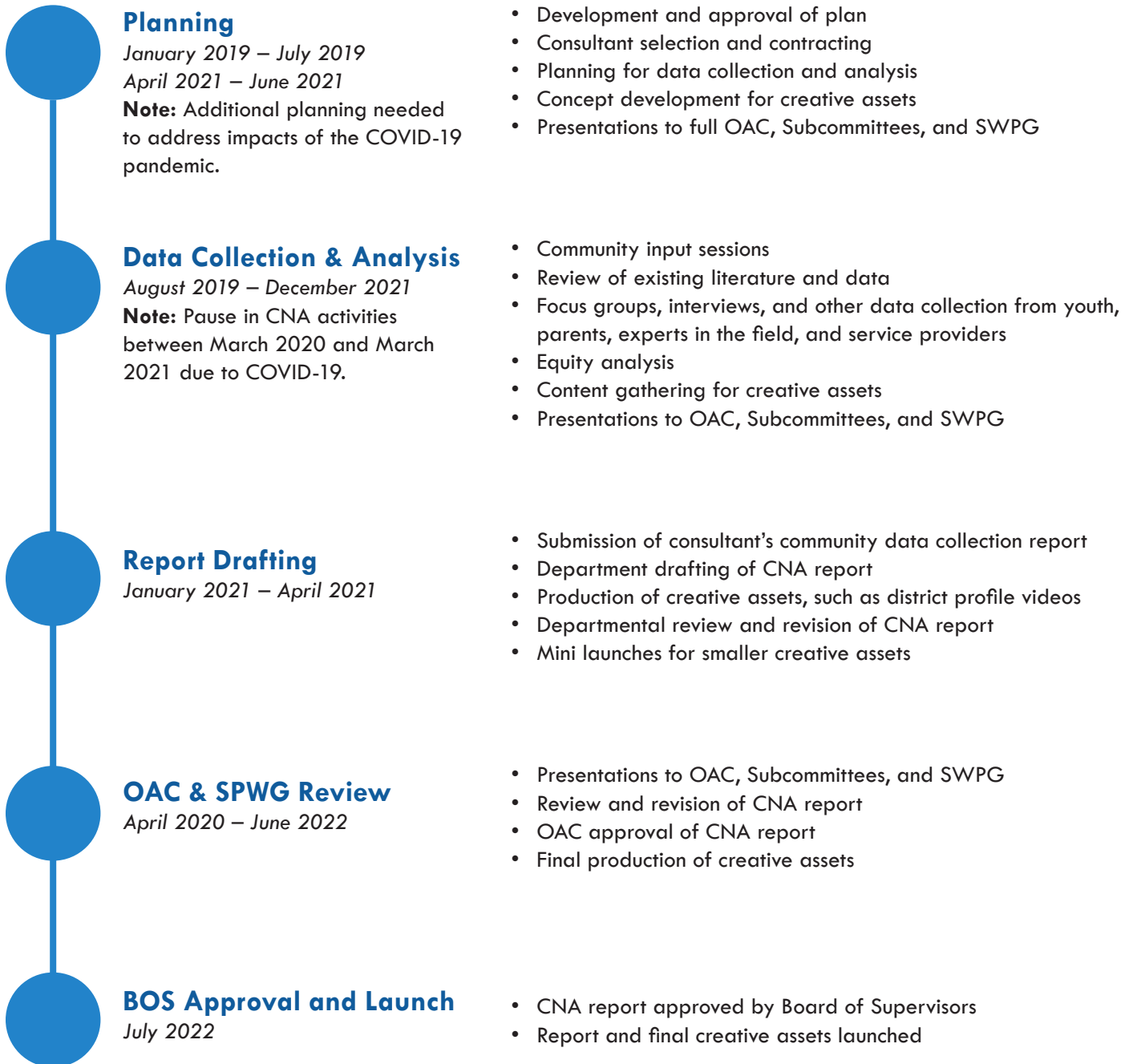
Youth Commission, City Departments, and the Board of Supervisors

- The **San Francisco Youth Commission** will receive periodic briefings and provide guidance during the CNA process. DCYF will consult the Youth Commission about the unmet needs of children, youth, and families, and solicit input about data collection strategies and topics.
- The San Francisco Charter specifies that DCYF must provide a draft of its CNA report to **interested City departments**, including the First Five Commission, the Office of Early Care and Education, the Recreation and Park Commission, the Health Commission, the Human Services Commission, the Youth Commission, the Juvenile Probation Commission, the Adult Probation Department, the Commission on the Status of Women, the Police Commission, the Library Commission, and the Arts Commission. These Departments support the CNA process by sharing reports, data and interviews about the needs of San Francisco’s children, youth, and families, and their feedback into the final report is an important step in ensuring that the data and information in the CNA report is accurate and comprehensive.
- The **Board of Supervisors** will consider and approve the final CNA report prior to its release.

IV. TIMELINE

The following chart outlines major phases in the Community Needs Assessment process. For a detailed visual timeline of all CNA activities, see Appendix B.

Figure 2. Project Phases



V. DATA COLLECTION APPROACH & ANALYSIS

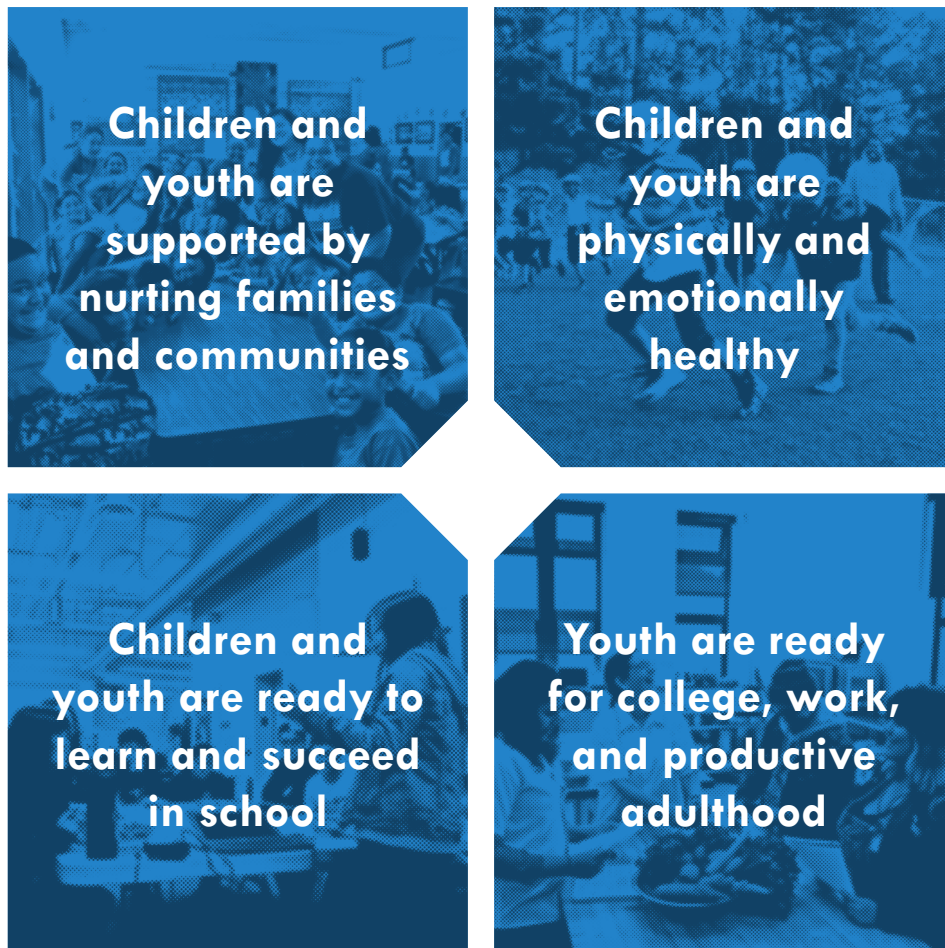
This section describes the general approach and key questions guiding the Community Needs Assessment, followed by a discussion of the range of qualitative and quantitative data – both from existing sources and collected from community members during the CNA process – that will be used to identify and illuminate the current realities and needs faced by San Francisco’s, children, youth, and families.

DCYF’s Four Results Areas

In the fall of 2016, DCYF began using the Results-Based Accountability (RBA) framework¹ with the goal of implementing a clear and measurable tool to help ensure that the Children and Youth Fund investments would support positive results. As part of that process, DCYF staff identified four Results that DCYF believes reflect fundamental conditions that should be present for children, youth and families in San Francisco. DCYF’s four Results were based on the research and community input presented in the 2015 CNA and align with the major goals in the Our Children, Our Families (OCOF) Outcomes Framework.²

Because the Department is committed to remaining focused on progress toward positive outcomes, the upcoming CNA will be organized around DCYF’s four desired Results for children and youth. Community input sessions, content from other qualitative data collection, and quantitative data analysis will all inform these sections of the report.

Figure 3. DCYF’s Four Results Areas



¹For more details on the RBA framework, see the Clear Impact website: <https://clearimpact.com/results-based-accountability/>

²In addition to reauthorizing the Children and Youth Fund, the Children and Families First Initiative charged the Our Children, Our Families Council with creating an outcomes framework to outline the milestones the City, the San Francisco Unified School District, and community want all children, youth, and families in San Francisco to reach.

Guiding Questions

Per the City Charter, the primary goals of the CNA are to describe the population of children, youth, and families in San Francisco and to assess service gaps in existing programming. While the assessment of needs guides the overall data collection and analysis, DCYF will also strive to identify and highlight the programs, services, and community assets that enable children, youth, and families to be resilient and thrive in the face of everyday adversities. Below is a list of the key questions that will guide the overall data collection and analysis.

Figure 4. CNA Guiding Questions



How are children, youth, and families faring in San Francisco?



What are the service needs of children, youth and families in San Francisco?



What groups of children, youth, and families face significant disparities in opportunities or outcomes?



What are existing programs, services, and community assets that enable children, youth, and families in the city to be resilient and thrive in the face of everyday adversities?



What are the services and resources that are available in low-income and disadvantaged communities compared to the services and resources that are available citywide?



How have the wellbeing and service needs of children, youth and families changed as a result of COVID-19?



What programs, services and community assets might enable children, youth and families to recover from the impacts of COVID-19?

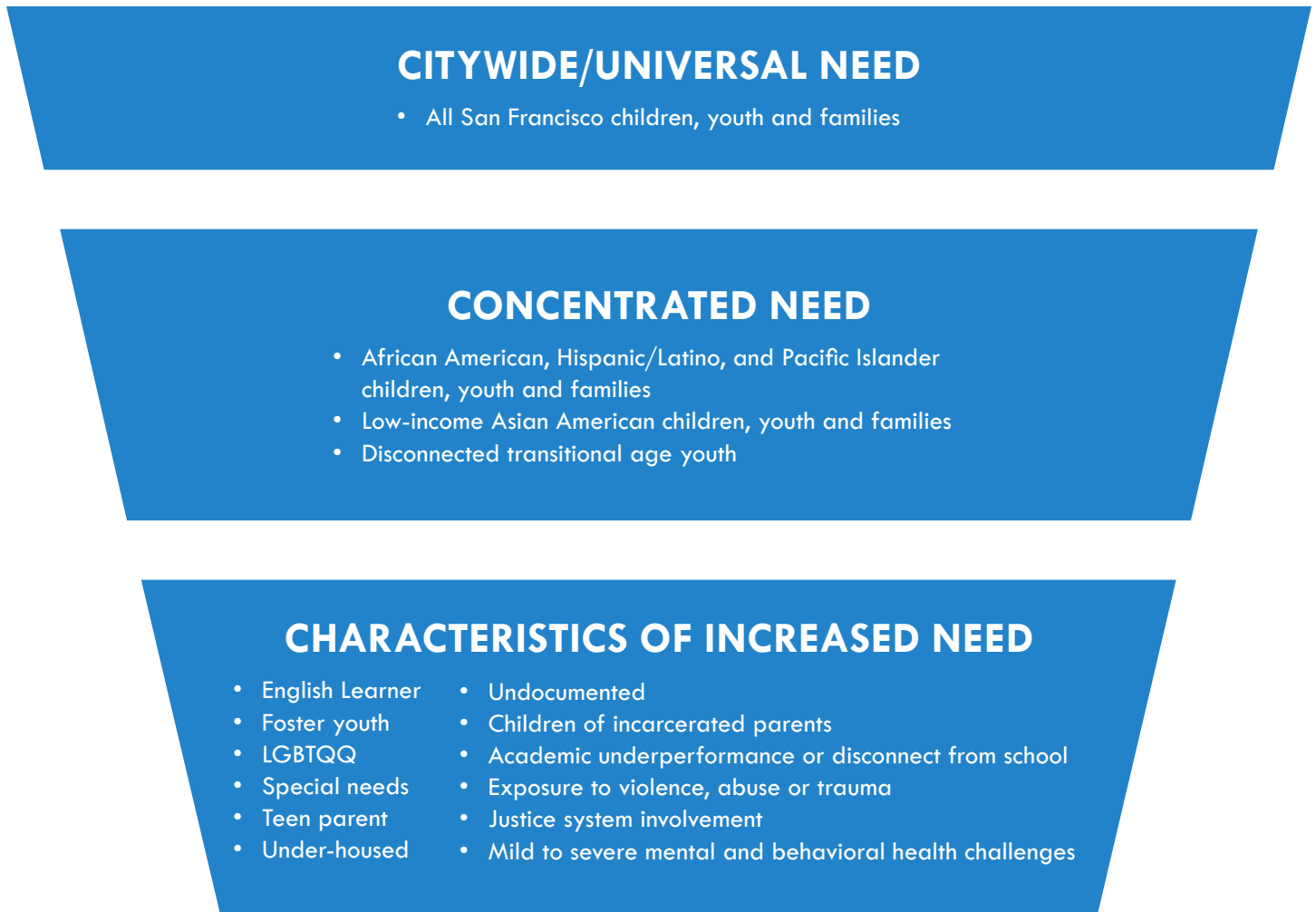
In accordance with the requirements of the Children and Youth Fund described in the City Charter, DCYF will bring an equity lens to the collection and analysis of data. DCYF will disaggregate information where possible to understand inequities and disparities faced by particular groups of children, youth, and families. Additionally, DCYF will focus extra attention to gathering and collecting data and input on and from identified “priority populations,” which are discussed in Appendix C. For a preview of how the final CNA report will be structured, see page 14.

Populations that face significant disparities will be identified through this process, and through the Equity Analysis DCYF will examine the reach of its funded programs and services to understand opportunities for investing the department’s resources more equitably.

Priority Populations

Through the last CNA, DCYF identified populations with concentrated need, which were later referenced as populations that would benefit from targeted services in the Services Allocation Plan and Request for Proposal process. Figure 5 details these populations.

Figure 5. DCYF Priority Populations



During the process to develop this Plan in 2019, DCYF presented the above chart to Department staff, the OAC, OAC Subcommittees and SPWG and asked them to draw upon their experiences living and working in San Francisco and identify specific communities to engage to ensure that the CNA captures the diverse voices in San Francisco's many communities. In Spring 2021 DCYF again asked its staff, the OAC and the SPWG to identify specific communities in San Francisco that have been significantly adversely impacted by COVID-19 so that we are sure to engage with those communities as we gather information for the CNA. Appendix C provides a table listing the additional communities that DCYF will target for engagement during the CNA process.

Existing Data Sources

This section describes existing sources of data that DCYF analysts will gather and analyze to address the guiding questions detailed in the previous section.

Literature Review

By beginning with a thorough literature review, DCYF will summarize key findings from existing data and identify populations and topics requiring additional data collection. Recognizing that many San Francisco departments and nongovernmental organizations document their engagement with and research on local communities, DCYF will gather both public reports and internal documents to leverage existing qualitative and quantitative data relevant to the CNA.

The process for gathering and reviewing these resources will prioritize reports and data on children, youth, and families identified as priorities for targeted outreach and additional research (see Appendix C). The gaps in data identified during the literature review will inform the development of specific targeted outreach and data collection by DCYF's consultant, and of subsequent quantitative data analysis conducted internally by D&E.

Examples of Literature Review Data:



Youth homeless point-in-time counts



Housing/rent statistics



Food security metrics



Early care and education capacity, quality and subsidies



Justice system involvement



Community health and safety metrics



Academic performance and achievement



Access to services and resources such as libraries and parks

U.S. Census and Other Sources of Population Estimates and Projections

Data from the U.S. Census Bureau, the California Department of Finance, and other sources of population estimates and projections will be used to describe the demographics of children, youth, and families in San Francisco, summarize recent demographic trends, and examine economic realities facing the population. The intention of this information is to provide context to the array of qualitative and quantitative data presented in the report.

Examples of Census and Population Data:



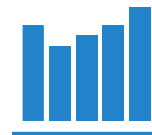
Age, race/ethnicity, gender



Family composition



Geographic distribution of children and youth



Poverty levels by race/ethnicity, neighborhood



Employment and earnings

Public and Administrative Data Sources

DCYF will analyze public and administrative data from state and local departments to report how San Francisco children, youth, and families are faring across DCYF's four Results areas (see page 7). Key sources of data include, but are not limited to, the California Department of Education, the San Francisco Unified School District, and other city departments such as the San Francisco Juvenile Probation Department and the San Francisco Human Services Agency. Other relevant sources of data may be identified during the literature review (see page 10). DCYF will give particular attention to the analysis of data related to the groups identified as "priority populations" (see page 9) in order to identify and understand the disparities in opportunities and outcomes that may be faced by these groups.

As part of its analysis of public and administrative data, DCYF will also provide updates on the population-level indicators it has identified as markers of progress for each of its four Results. For more on the development of these indicators, as well as a full list of the indicators, see Appendix A.

Examples of Public and Administrative Data:



Local Survey Data

To supplement the analysis of administrative data, DCYF will analyze the results of recent surveys of children, youth, and families in San Francisco. The following is a brief list of surveys that have accessible data, either in raw or summary form, for DCYF to analyze during the CNA process:

- **San Francisco Child and Family City Survey.** Survey of parents and guardians of children ages 18 and under that gathers information about the availability and usage of City services for children and families. Administered by the Controller's Office on a biennial basis.
- **Youth Risk Behavior Survey.** Survey of SFUSD middle and high school students that provides information on the prevalence of behaviors practiced by young people that put their health at risk. Administered on a biennial basis to SFUSD middle and high school students. Also used by schools across the nation.
- **California Healthy Kids Survey.** Survey of SFUSD elementary, middle, and high school students that provides information about youth health risks and behaviors, school connectedness, school climate, protective factors, and school violence. Administered on a biennial basis to SFUSD students at grades five, seven, nine, and eleven. Also used by schools across the state.
- **SFUSD Culture/Climate Survey.** Annual survey of parents and staff at SFUSD schools on a range of school climate indicators that have been found to predict positive student academic achievement, including climate of support for academic learning, sense of belonging, knowledge and fairness of discipline, rules and norms, and sense of safety.
- **SFUSD Social-Emotional Learning Survey.** Annual survey of SFUSD elementary, middle, and high school students used to assess students' social-emotional learning competencies in the areas of self-management, social awareness, growth mindset, and self-efficacy.

DCYF plans to analyze available survey data early in the CNA process to assess any gaps in information that might be addressed through additional surveys and will work with consultant to create and administered new survey(s) as needed. New surveys may also test assumptions about how children, youth, and families fare in San Francisco, gathering context about populations whose needs may not have been anticipated when developing the list of priority populations identified in Appendix C.

Examples of Survey Data:



Families that feel connected to their local communities



Interest of SFUSD students in programs and services



Youth that report caring relationships with adults



Youth with positive Social Emotional Skills

New Data and Community Voices

This section describes the mechanisms by which DCYF will collect new data and incorporate input from a diverse range of voices into its CNA process. As with the collection of existing data, these efforts will be shaped by the CNA guiding questions (page 8), focusing on both needs and assets in local communities.

Citywide and District-Level Community Input Sessions

As part of fulfilling the requirement to “undertake a robust community process in every supervisorial district” during the CNA process, DCYF will hold community input sessions in each of San Francisco’s 11 districts with the support of a consultant. DCYF will hold sessions that foster opportunities for community members to provide input about their needs through guided data collection activities for both youth and adults. These events will be designed with accessibility considerations in mind, including multilingual DCYF staff and interpreters according to district demographics, accommodations for participants with disabilities, free child care, and food for attendees. Outreach will be conducted by the DCYF Community Engagement & Communications team.

Targeted Outreach to, and Data Collection from, Priority Populations

To make sure that the CNA incorporates voices “from a diverse cross-section of parents, youth, non-profit organizations, and other key stakeholders” as required by the San Francisco Charter, DCYF and its consultant will conduct targeted outreach to and data collection from higher-needs youth, families, and communities. These priority populations are described on page 9 and detailed in Appendix C. DCYF and its consultant will tailor outreach and data collection formats to suit the needs and characteristics of identified priority populations, and will leverage the power of community partners, schools, faith-based organizations, and existing events to capture the input of hard-to-reach populations. This process will also include incentives, such as gift cards and food, to boost participation. Outreach and data collection will be conducted in multiple languages as applicable.

Given the COVID-19 pandemic, data collection efforts will take place in both virtual and in-person settings, with attention to the comfort levels of community, and allowing participants to select if they prefer to meet online or in person in environments that are safe and convenient. DCYF will review results of previously conducted community input performed since the start of the pandemic to be sure not to duplicate efforts that have already been completed by local agencies and/or non-profit organizations and not to place undue burden on communities who have recently participated in information gathering efforts of local organizations.

Examples of possible data collection formats that will be used to collect information from the priority populations include focus groups, pop-up events, youth convenings, and interviews.

- **Focus Groups**, organized around participant characteristics, pose a series of thematic questions to a small group of participants. This format provides a more intimate opportunity to gather stories and experiences, with participants building on each other’s contributions. Focus groups may take place via Zoom or other virtual platforms.
- **Pop-Up Events** allow for brief one-on-one conversations with youth and parents, lowering the barriers to participation. They build on existing events (such as a back-to-school night) as opportunities to reach community members and engage them in less-intensive evaluation activities. Pop events that occur in person will incorporate recommended health and safety precautions.
- **Youth-Led Convenings** gather information in a format that encourages more authentic youth engagement than is possible with adult facilitators. After training from consultants, youth facilitators would engage other youth in conversations or activities that center on relevant topics or themes. Youth-led activities may take place via Zoom or other virtual platforms, and if they occur in person will take place among cohorts of youth who are already attending programming together.
- **Interviews** with experts in relevant fields – e.g. researchers or experienced service providers – yield insights about vulnerable or particularly hard-to-reach populations. Interviews may take place via Zoom or other virtual platforms.
- **Surveys** can be easily transmitted to large groups and posted on the DCYF website to allow for broader participation. They may be effective in reaching community members who cannot or do not wish to participate in community meetings or other CNA events. Surveys may vary in length from comprehensive surveys that ask detailed questions about a range of needs to micro-surveys intended to be taken in three to five minutes and ask targeted questions. Surveys may be administered via text message, social media, email and paper. Surveys notably provide a safe way to offer feedback given health concerns associated with COVID-19.

Example Channels for Outreach:

- Elected officials
- OAC and SPWG
- DCYF grantees
- City/County departments and agencies
- SFUSD and SF Board of Education
- SF Board of Education Parent Advisory Council and Committees
- City College of San Francisco and its trustees
- Child Care Planning and Advisory Council
- Digital communities (e.g. Facebook groups, NextDoor)
- Community events such as Sunday Streets
- DCYF Social Media

Equity Analysis

The legislation authorizing the Children and Youth Fund requires that DCYF conduct an equity analysis as part of the process to develop the CNA. Per the legislation, the purpose of this analysis is to establish a set of equity metrics to compare the services and resources available in low-income neighborhoods and disadvantaged communities with those available in the City as a whole. DCYF will use this information to help ensure that children, youth, and families demonstrating the greatest needs derive maximum benefit from the Fund.

Building on the department's work to establish priority populations during its strategic planning process for 2018-23, DCYF will analyze the information presented in the CNA through an equity lens in order to identify low-income neighborhoods and disadvantaged communities. Where available data permits, DCYF will disaggregate information to examine disparities in opportunities and outcomes among different populations of children, youth, and families in the city. Based on this analysis, DCYF will review and update its list of priority populations.

Once low-income neighborhoods and disadvantaged communities have been identified, DCYF will examine how well the department is reaching these populations through its existing investments and partnerships. Using data from the DCYF Contract Management System and other administrative sources, DCYF will analyze existing levels of investment in priority populations and identify potential areas for increased investments. As part of this work, DCYF will examine quantitative metrics, such as DCYF grant totals by neighborhood and estimates of the percentage of identified priority populations reached through DCYF-funded services. DCYF also hopes to incorporate findings from the Our Children, Our Families Council's Citywide Spending Analysis.

VI. FINAL REPORT & COMMUNICATIONS PLAN

Structure of Report

The final CNA report will summarize the CNA process, provide an overview of the population of children, youth, and families in San Francisco, present findings from the data collection and analysis around DCYF's four Results (see page 7), and describe the results of the equity analysis. Figure 6 provides a preview of this structure, though the content and organization may be adjusted based on findings from data collection and analysis. Impacts of COVID-19 will be addressed by topic.

More detailed or technical documentation, such as specifics of data collection processes and DCYF's literature review, will be included separately in appendices or as separate documents. These resources will document DCYF's work for community members, other City departments, and any other stakeholders interested in a greater level of detail.

Figure 6. Report Preview

Executive Summary	High-level overview and findings
Introduction	DCYF, its funding cycle, stakeholders, and CNA process and methodology
Overview: San Francisco Children, Youth & Families	General demographic statistics and trends
Overview: Opportunity in San Francisco	Economic topics such as poverty, wages, financial security, unemployment, housing, and homelessness
Nurturing Families and Communities	Topics such as crime and safety, interactions with law enforcement, transit, basic needs, access to open spaces
Physical and Emotional Health	Topics such as physical activity, nutrition, diseases, mental and behavioral health challenges and services, substance abuse, justice-involved youth, foster youth, and homeless children/homeless TAY
Readiness to Learn and Succeed in School	Topics such as access, quality, and affordability of early childhood care and education; students with special needs; academic proficiency and opportunity; and attendance/absences
Readiness for College, Work, and Productive Adulthood	Topics such as college access, enrollment, and completion; disconnected youth; career and technical education; earnings and unemployment
Equity Analysis	Comparison of the services and resources available in low-income neighborhoods and disadvantaged communities with those available in the City as a whole
Next Steps	Preview of SAP and RFP
Appendices	Technical documentation and data collection instruments

Communications Plan

As described on page 4, DCYF's Community Engagement and Communications team will be collaboratively involved in planning and outreach for community events, and support the design and layout of the final CNA report and accompanying presentation. This team will also oversee the production of creative and digital media assets for release both during the CNA process and upon the approval of the final report.

From introducing community members to the CNA community engagement process to illustrating stories and findings from the CNA, these deliverables will provide first-person narratives about community needs and the services prioritized by San Francisco families. The target audience for the digital assets are our community stakeholders which include the general public, the program participants of DCYF grantees, schools, and community-based organizations along with our city government and school district partners. The videos will be posted on DCYF's website and digital channels and shared broadly with our partners to amplify messaging.

In an effort to create equitable access to the robust work, DCYF will be exploring new and innovative ways to share information and amplify messaging through first-person narrative and digital-storytelling forms. These tools will direct viewers to the full report and broaden the ease and accessibility of the information. We will include photography of the San Francisco community who we serve and the Community Needs Assessment process documenting the diverse, inclusive, equitable and transparent approach to gathering our data and storytelling.

CNA Webpage

A dedicated landing page on the DCYF website, shared via social media and outreach to community partners, will include information about the current CNA process and opportunities for San Franciscans to voice their input. The page will include a schedule of district-level community input sessions. Surveys and their translations will be posted on this page as well. This page will also include copies of the Literature Review, the CNA Plan, the full CNA Report and Executive Summary, all supplemental reports issued by Bright Research, and digital videos and storytelling assets including an orientation video.

Orientation Video

This video will open each District Community Input Session and smaller events such as focus groups. It will help participants understand DCYF, its five-year funding cycle, the purpose of the CNA, and the importance of their participation in informing DCYF's work. This will establish a stronger sense of purpose, strategy and understanding of their participation and partnership in determining the direction of our investments.

San Francisco District Profile Videos

Eleven videos will elevate stories from each district, carefully curating images and narratives to highlight priority populations and diverse voices. These brief, 1-3 minute videos will be released in the months leading up to the final CNA report.

CNA Executive Summary Video

This video will use interviews, photographs, footage from CNA events, and other visual elements to highlight the results of the CNA process and point audiences to the full report.

Photography

Photographs taken during the CNA process and other community engagement efforts will be integrated into the final CNA report and DCYF's photography archive.

VII. PLAN APPROVAL & NEXT STEPS

DCYF gathered input on draft versions of this Plan from its staff and consultants prior to its presentation to the Children, Youth, and Their Families Oversight and Advisory Committee, its Subcommittees, and the Service Provider Working Group. The approval of this plan by the OAC and its submission to the Board of Supervisors will allow DCYF to begin implementing data collection and analysis, from research and data gathering to planning and logistics for community engagement, as detailed in this Plan and in the Timeline in Appendix B.

Note: The original 2019-21 CNA Plan was approved in the June 2019 OAC meeting. Due to delays and changes in data collection circumstances resulting from COVID-19, DCYF will present updates to the Plan and request approval of the revised CNA Plan from the OAC at the May 2021 OAC meeting.

DCYF will use the CNA to guide the development of the Services Allocation Plan (SAP). The SAP provides a detailed plan for how the Children and Youth Fund will be allocated to address the most pressing needs identified in the CNA. DCYF will work closely with other City departments, SFUSD, CBOs, and community members to identify priorities for the SAP.

The CNA is focused on the needs of children, youth, families and TAY. The SAP, however, addresses the infrastructure supports needed to ensure a strong network of nonprofits to deliver services. DCYF uses the knowledge it develops assessing program quality and agency health to inform its investment in Technical Assistance and Capacity Building (TACB). Through its TACB, DCYF provides grantees with the latest in youth development research and practices. Additionally, DCYF's ongoing evaluation work for each of its service areas will result in opportunities for grantees to engage in discussion of evaluation findings, best practices, and resources for continued growth.

The final CNA report is planned for release in 2022, after its approval by the Board of Supervisors. By publishing a high-quality research document that synthesizes quantitative and qualitative data about the needs of San Francisco children, youth, and families, DCYF will be sharing a valuable resource with other City departments and CBOs. The data and stories documented in the CNA will provide a range of data and analysis that can be used by these organizations to bolster grant applications and ground strategic planning.

VIII. APPENDICES

Appendix A: Population-Level Indicators


















As steward of the Children and Youth Fund, DCYF seeks the most effective and equitable methods of determining the services that will best improve outcomes for children, youth, disconnected transitional age youth (TAY) and families, as well as how to best measure the impact of our investments.

In the fall of 2016, DCYF began using the Results-Based Accountability (RBA) framework with the goal of implementing a clear and measurable tool to help ensure that the Children and Youth Fund investments would support positive results. The implementation of the RBA framework followed the completion of our CNA. Based on the wealth of data and community input gathered through the CNA, DCYF identified four Results that reflected the aspirations shared by children, youth, TAY and families in the CNA.

With these vital Results in mind, DCYF applied the RBA framework to select [17 key population-level indicators](#) that we believe are strong markers of progress.³ Together, these population-level indicators offer a high-level view of how the city is faring in each result area over time. DCYF measures these indicators annually in order to hold ourselves and our City partners accountable for making positive progress.

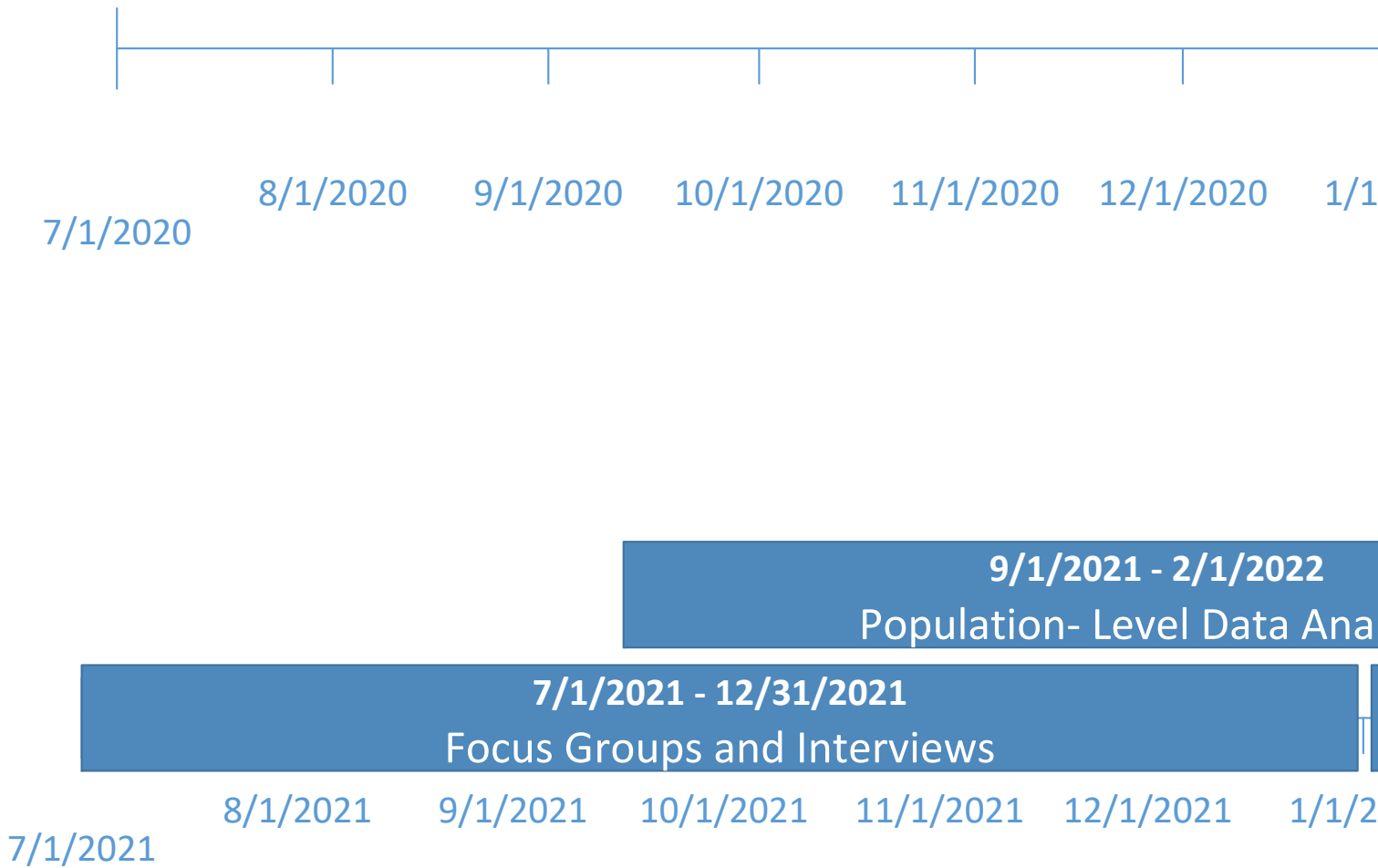
³In addition, DCYF developed a scorecard to accompany each indicator that identifies the data trend line and racial/ethnic disparities, offers a brief history of relevant policy and practice shifts at the state and city level, and provides evidence-based resources aimed at improving outcomes associated with each indicator. These scorecards can be found on the DCYF website at dcyf.org/results-and-indicators

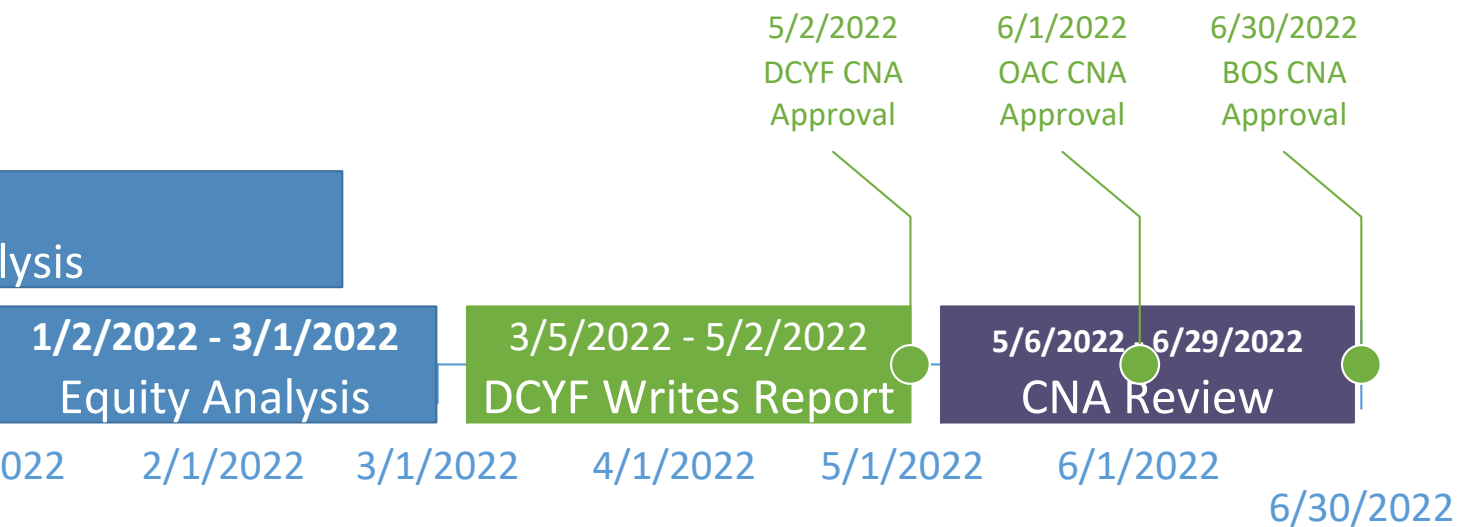
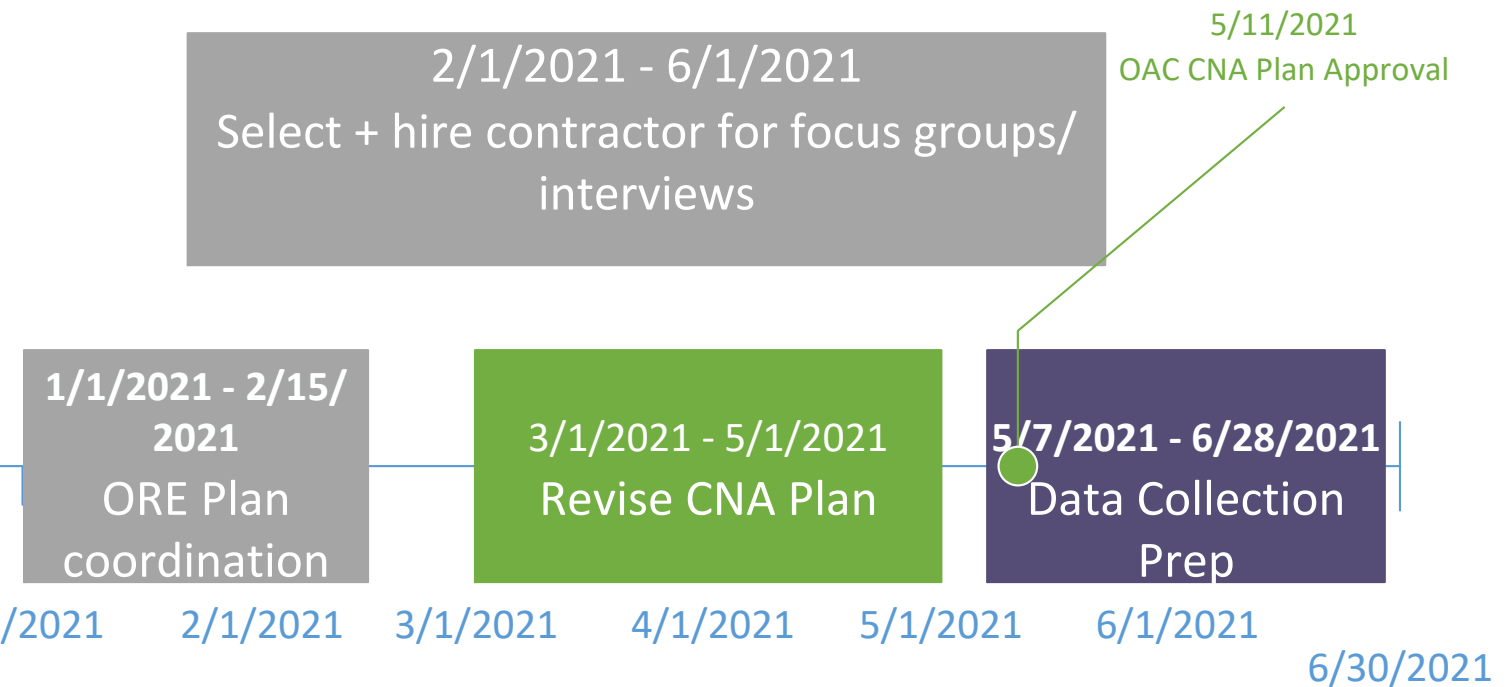
DCYF Results and Indicators July 2018

Result	Indicator	Latest Data	Recent Trend
Children and youth are supported by nurturing families and communities	Number of Substantiated Child Maltreatment Cases per 1,000 Children	5.5 2016	 from 10 in 2005
	Percent of Families Who Report They Feel Engaged and Connected in Their Communities	Data Development Agenda	 Historical Data Not Available
	Percent of Youth Who Report They Feel Engaged and Connected in Their Communities	Data Development Agenda	 Historical Data Not Available
Children and youth are physically and emotionally healthy	Percent of Public School Students Who Are at a Healthy Weight	65% of 5 th Graders 2016-17	 from 53% of 5 th Graders in 2010-11
	Percent of Public School Students Who Are Physically Fit	74% of 5 th Graders 2016-17	 from 64% of 5 th Graders in 2010-11
	Percent of SFUSD Students with Caring Adult Relationships in the School Environment	36% of 7 th Graders surveyed in 2015	 from 31% of 7 th Graders surveyed in 2008
	Percent of all San Francisco Youth Ages 10-18 Involved in the Juvenile Justice System	1.4% 2016	 from 3% in 2010
	Percent of Families Who Report They Feel Engaged and Connected in Their Communities	Data Development Agenda	 Historical Data Not Available
Children and youth are ready to learn and succeed in school	Percent of Kindergarteners Who Are Ready for School	62% 2015	 Historical Data Not Available
	Percent of Public School 3 rd Graders Above or Near State Standards in Reading	67% 2017	 from 67% in 2015
	Percent of SFUSD Elementary School Students Who Are Chronically Absent	14% 2016-17	 from 10% in 2014-15
	Percent of SFUSD 8 th Graders Who Finish Middle School Ready for High School	62% 2015-16	 from 63% in 2014-15
	Percent of SFUSD Students With Positive Results in the Social Emotional Skills Areas Assessed by SFUSD	63% of middle and high schoolers with positive results for Social Awareness in 2017	 from 61% in 2016
Youth are ready for college, work & productive adulthood	Percent of SFUSD Students Who Have Been Suspended	1.6% 2016-17	 from 3% in 2011-12
	Percent of SFUSD Students Who Graduate High School within Four Years	87% 2015-16	 from 82% in 2010-11
	Percent of SFUSD High School Graduates Who Enroll in a Postsecondary Institution and Complete within Six Years	52% SFUSD Class of 2011	 from 47% for the SFUSD Class of 2007
	Percent of San Francisco 18-24 Year Olds Who Are either Enrolled in School or Working	93% 2016	 from 88% in 2010

Appendix B: Timeline

**DCYF Revised Community Needs Assessment
Timeline
May 2021**





Appendix C: Priority Populations for Targeted Outreach

The following table documents ongoing input provided by DCYF staff and by the OAC Community Engagement and Communications and Data and Evaluation Subcommittees. DCYF led two input sessions during which DCYF staff and OAC sub-committee members were asked to consider the Categories of Need that DCYF identified in the last Service Allocation Plan. They then offered input into the populations DCYF will reach out to during the CNA qualitative data collection process, as well as suggestions for themes and topics. In May and June 2019, DCYF will continue to gather input from the full OAC, the OAC Service Provider Working Group, and the Youth Commission. This additional input will be added to the final version of Appendix C in the CNA Plan. DCYF will focus extra attention on gathering and collecting data and input from the priority populations identified through this input process.

Population Groups	Subgroups	Themes and Topics June 2019
Concentrated Need		
Low-income neighborhoods	Middle income families; public housing residents; Single Room Occupancy residents; families with unemployed parents; families with underemployed parents	Changing neighborhoods; gentrification; outmigration; risk of displacement; COVID 19 impact on employment and family incomes
African American children, youth, and families	Girls; isolated communities	
Hispanic/Latinx children, youth, and families	Girls; immigrant youth and families; indigenous populations; second generation Hispanic/Latinx youth and families; undocumented youth and families	
Pacific Islander children, youth, and families	Disaggregated; girls; Samoan youth; Tongan youth	High suicide ideation for Pacific Islander middle school students
Low-income Asian American children, youth, and families	Disaggregated; families who speak Chinese dialects not typically translated; Filipinx youth; girls; Southeast Asians; Single Room Occupancy residents	
Disconnected transitional age youth	City college and SF State students; homeless TAY; incarcerated or formerly incarcerated TAY; TAY who are not working or in school; TAY with developmental disabilities; underemployed TAY	Housing and basic needs
Characteristics of Increased Need		
English Language Learner (ELL)	ELL/LEP parents and youth who support them; Indigenous, Middle Eastern, Southeast Asian, and Yucatan populations; types of ELL by classroom (dual-language, English as a second language, immersion programs); Newcomers	
Foster youth	Foster youth with fewer resources or less access; foster youth without placements; teen parents; youth under kinship care; youth who have aged out	
LGBTQQ	Homeless youth; queer families; transgender and gender-nonconforming youth	Unique needs of transgender and gender-nonconforming youth
Special needs	Children aged 0-5; disabled parents with children; youth with special needs ranging from moderate to severe; students with IEPs/504 plans	Disproportionate classification of youth of color; linkages between special needs and education outcomes; type of disability; type of placement
Teen parent	Foster youth; TAY parents in justice system	Specific needs based on age and gender of teen parents
Under-housed	Homeless youth; homeless LGBTQQ youth and/or youth of color; youth in transitional housing	
Undocumented	Unaccompanied minors and those whose languages are not represented in translated materials; youth with undocumented parents	
Children of incarcerated parents	Single parent households	
Academic underperformance or disconnect from school	City College students; continuation schools students; private school students; IEP and low literacy students	Attendance and discipline; youth graduating under Plan 3 needing more support to transition to college or work
Exposure to violence, abuse, or trauma	Youth who are exposed to family instability and/or family violence	
Justice system involvement		Youth who need counseling but do not access it through Family Resource Centers
Mild to severe mental and behavioral health challenges	Filipinx middle school students; youth experienced heightened isolation and anxiety in/after COVID-19 pandemic	Lack of sufficient mental health services; mental health and substance abuse access after age 18; prevention

Population Groups	Subgroups	Themes and Topics June 2019
Additional Suggested Populations		
Arab and/or Middle Eastern children, youth, and families		
Children and youth without health care benefits	Access, knowledge, and resources; early interventions especially middle school to high school	
CPS-involved families	Youth with court-appointed guardians	
First-generation college students		
Immigrant, newcomer, and refugee youth and families	Yemeni and other Middle Eastern and/or Arab populations; unaccompanied minors and those whose languages are not represented in translated materials	Lack of language-accessible services; youth and families fleeing trauma
Middle school youth	Parents of middle school youth; youth at risk of developing higher needs; youth transitioning from 8th to 9th grade	SEL development
Minority youth who are socially isolated		
Native American children, youth, and families		
Single-parent households		
Youth attending schools far from their neighborhoods		
Youth in private, parochial, and charter schools		
Youth who have part-time connections to San Francisco	Students who attend SFUSD but reside outside of San Francisco	
Youth who provide financial support to their family		
Families displaced/separated during COVID-19 pandemic		
Parents recently unemployed due to COVID-19		
Families without internet/tech access		

Making San Francisco



a great place to grow up



www.dcyf.org



@SFDCYF



@SF_DCYF



sf_dcyf



@SF_DCYF



SF DCYF



info@dcyf.org



628-652-7100



DCYF Summer Programming

OAC Meeting Presentation

May 10, 2021



A year of loss

The pandemic has devastated the physical, mental, & economic health of our communities. Our children & youth are no exceptions.



SFUSD students have struggled to stay connected to their education, missing classes & assignments at high rates



Young people have been isolated from their peers at a time critical for their social & emotional development



Children of all ages are experiencing severe mental health issues as a result of the pandemic



Exacerbated pre-existing inequities have magnified these issues for our Black, Latinx, Pacific Islander, low income, & English Language Learner children & youth

A summer of recovery

We are focusing on providing continuity of learning and supports, and when appropriate supplementing summer programming with:

- Curriculum to combat learning loss
- Project-based enrichment and physical activities
- Comprehensive wellness support for young people & their families



DCYF's Summer Offerings

Youth Workforce Development

- Programs will continue offering job readiness training and job placements and Initiatives

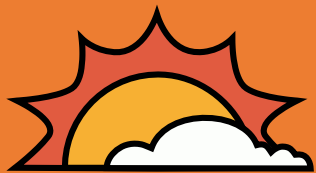
MYEEP / YouthWorks

YWD programs

Juvenile Justice Programs

- Programs will continue to offer one-on-one case management and support for youth throughout the summer

Summer Together Initiative



Summer Together



The Summer Together Initiative is a coalition of community organizations, nonprofits, businesses, and city departments partnering to offer free in-person and virtual learning experiences for SFUSD students this summer.



Priority Families:

- Residents of public housing, RVs and SROs
- Families that are experiencing homelessness
- Children and youth in the foster care system
- English language learners
- Low-income families, with a focus on historically impacted communities, including people who identify as African American, Latino/a/x, Native American, Pacific Islander, and/or Asian
- Children and youth with disabilities



Independent Learning - 50,000 students

All SFUSD students will be eligible for up to ten summer reading books, distributed by the **San Francisco Public Library**.

Academic In-Person Learning - ~17,000 Students

Hosted at school buildings, community centers & private commercial spaces facilitated by **DCYF's** community-based organizations & **SFUSD's** summer education program.

In-Person Summer Camp - ~3,000 Students

Scholarships will be provided for students to attend summer camp with the **SF Recreation & Parks Department**, DCYF-funded **community-based organizations**, & **private camps**.

Virtual Learning Opportunities - ~2,000 students

Online programming opportunities from **community-based organizations** and **San Francisco Public Library**



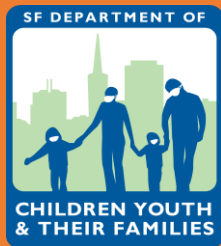
Summer Together Sites

(Updated 5/1/2021)



Program Type	Programs /Agencies	Sites
CBOs	68	80
Rec and Parks	31	31
School Based	80	77
Private Camps	27	24

Summer Together City Partners



Thank you!



Making San Francisco



a great place to grow up