

GSK Science in the Summer™ Philadelphia-area Network 2024 PROGRAM APPLICATION

Program Overview & Goals

Sponsored by GSK and offered in collaboration with The Franklin Institute (TFI), GSK Science in the Summer™ is a free, informal science summer program for children entering grades two to six. The program is designed to inspire students to become the next generation of scientists and engineers through hands-on exploration based in real science careers.

Goal for Children:

- The goal of Science in the Summer is to increase children’s interest and confidence in doing science and pursuing STEM careers, especially for children from backgrounds currently underrepresented in STEM fields.

Goals For Educators and Youth Serving Organizations (YSO):

- The goal for educators is to build confidence and skills to facilitate high-quality informal STEM experiences for youth.
- The goal for YSOs is to build the capacity to provide high-quality STEM programming.

Benefits

Accepted organizations are committing to a five-month program cycle (April to September) and will receive the following benefits:

- High-quality STEM curriculum and materials for five program activities, including kits of materials, educator guides, student lab notebooks, and sticker sheets for youth in grades two to six.
- Professional development and curriculum training for your staff via webinars and in-person curriculum training at The Franklin Institute or virtual, asynchronous trainings.
- Stipend for replenishing materials as necessary, to support field trip transportation costs (if applicable), and other program-related expenses.
- A field trip to The Franklin Institute, including free general admission for students and adult chaperones.
- Ongoing technical support from The Franklin Institute program team.

Curriculum and Program Models

Curriculum Model Overview

Science in the Summer curriculum aims to highlight real-world science careers while providing children opportunities to think scientifically, embody science careers, and have fun! The curriculum introduces five unique careers within a particular science field and utilizes role-play to help children embody the experience of the scientist. Short videos introduce each career and associated activity to the educator and the written guide supports educators as they facilitate hands-on science activities. A printed lab notebook and science skill stickers encourage scientific thinking and reflection among youth participants. The 2024 curriculum theme is *Be a Space Scientist!*

Program Delivery Overview

Science in the Summer must be provided via in-person programming, with a TFI-trained educator present to facilitate the activities. All program participants must participate in four to five activities of the curriculum and receive all materials necessary to complete the activities. Programs may be facilitated by educators selected from existing staff or hired by the organization (program training requirements apply).

Expectations

Program Implementation

- 1) Identify two qualified people from your site (“coordinators”) who will coordinate, report on deliverables, select or hire educators, coordinate educator training (in-person or virtual), book the free field trip, and ensure your organization meets all program expectations and deliverables.
- 2) Coordinators select qualified educators who will be trained to deliver programming and meet NJ’s or PA’s requirements for working with children. Educators should be staff from your organization (existing or explicitly hired for your summer programming and who will lead Science in the Summer). Coordinators may also serve as Educators.
- 3) Coordinators will share all training information and resources with educators and ensure they understand the curriculum prior to implementation. (See [“Training Model” section](#) below.) Coordinators will also support educators in reflecting on the training and exploring the material kit.
- 4) Coordinate program logistics, including receiving kits from TFI & ongoing materials management, scheduling programs, and continued communication with TFI.
- 5) Offer four to five activities of the curriculum for **free** to the accepted number (reach) of children between June and September.
 - The required number of children will vary per organization depending on the applied and accepted reach.
 - Programs must be led in-person. In-person class ratio recommendation is one (1) educator per twenty (20) students.
 - Programming must be delivered to children entering **grades two to six**.
- 6) Coordinators will also collect and share the number of programs led and students reached at the end of the program cycle (September 1, 2024).

Training Model – Educators who implement any Science in the Summer activities **must** be trained by TFI. There will be two training options to choose from:

1. **In-Person** – Coordinators will register each educator to attend one (1) in-person training hosted at The Franklin Institute. A training session is 3 hours long and includes lunch and complimentary general admission to the museum.
2. **Virtual Asynchronous** - Educators will complete interactive online training modules on their own time, before program implementation.

TFI will provide supporting resources like activity training videos to support each activity's facilitation. Educators may view the videos as a refresher, prior to implementing an activity. How your organization meets the training requirements is flexible. Coordinators will register their educators for an in-person training session or ensure that the virtual modules are completed.

Webinar Series

Unless marked as optional, coordinators must attend all webinars in 2024. *Educators will have the option to train in the curriculum via in-person (stated below) or the asynchronous, online modules.*

Date	Webinar	Who Should Attend
April 24, 2024	Orientation Webinar	Coordinators
Late May through June 2024	In-Person Curriculum Training at TFI <i>5 options will be provided</i>	Educators*
July 10, 2024	Office Hour (Optional)	Coordinators & Educators
August 7, 2024	Reporting Webinar	Coordinators

*NOTE: It is recommended coordinators join an in-person training.

Reporting & Evaluation

- 1) Manage and maintain a Site Profile (online planning and reporting tool), including contact information, budgeting, program reach, and promotions. Organizations will also be able to share photos of programming and program-specific photo releases (optional).
- 2) Participate in all evaluation efforts, including surveys and site visits, and support data collection within your organization, educators, and youth.
- 3) Complete final reporting expectations by September 1, 2024.

Who Should Apply?

The Franklin Institute is accepting applications for a five-month commitment (April to September 2024) from youth-serving organizations that:

- are located in the city of Camden, NJ or following PA counties: Berks, Bucks, Chester, Delaware, Montgomery, or Philadelphia.

- offer programming for youth entering grades two to six between the months of June 1 – August 30, 2024.
- have educators on staff who are able/willing to be trained to deliver the five-activity curriculum.
- are committed to bringing accessible programs to youth from backgrounds currently underrepresented in STEM fields, including some or all the following: low-income and disinvested communities, people of color, girls, and rural and urban communities.

Examples of organizations that may apply include Community-Based Organizations (CBOs), Out-of-School-Time providers (OST), After School Program Providers (ASP) that have summer programming, low cost or free summer camps, day cares/early childhood service providers, libraries, and public school summer programs.

How to Apply

1. Join us for an **application webinar on January 24, 2024**, at 10:00 AM. [CLICK HERE](#) to register. *A recording of the webinar will be posted to the application page following the webinar.*
2. Visit the Science in the Summer [website](#) to access the application link. Organizations will be accepted on a rolling basis, until the program reaches capacity.
3. Send all questions to ScienceintheSummer@fi.edu.

APPLICATION/REGISTRATION FORM - EXAMPLE

Use the below application questions to draft your responses. **DO NOT** submit the completed application via email. Applications will only be accepted through the form linked on the [application website](#).

PART ONE: Organization Profile

Provide information about your organization’s **current** reach and capacity to engage underrepresented audiences.

- **Did your organization participate in Science in the Summer in 2023?** _____
- **Name of Organization:** _____
- **Your Name:** _____ **Your Title:** _____
- **Your Email:** _____
- **Organization Address, City, State, Zip, County:** _____
- **Organization Website:** _____
- **Organization Type (select all that apply):** Community-Based Organization (CBO); Out-of-School Time Provider (OST); After School Program Provider (ASP); Library; Private School; Public School; Charter School; Summer Camp; Daycare/Early Childhood Service Provider; Youth-Serving Organization; College/University; Other (please describe): _____
- **Considering Science in the Summer’s goal to “increase children’s interest and confidence in doing science and pursuing STEM careers, especially for children from backgrounds currently underrepresented in STEM fields”, please describe how your organization provides programming to these audiences, including people of color, low income and disinvested communities, girls, and rural & urban communities. To support your response, you can include your organization’s mission statement and/or example of programs and initiatives. (New organizations only) 1500-character limit.**

STAFF & EDUCATOR INFORMATION

- **Current total number of staff employed by your organization:** _____
- **Number of educators employed during the summer:** _____
 - **Number of educators employed during the summer that will implement Science in the Summer (must be trained by TFI before program implementation):** _____
- **Briefly describe who will be your Science in the Summer™ educators (and how they will be recruited, if not already part of your organization):** _____

PARTICIPANT DEMOGRAPHIC INFORMATION

Please provide the most recent and most accurate youth reach and demographic information for your organization. For example, if you have isolated data from Summer 2023, it is preferred over School Year/After School 2023 data.

- **Specify data reporting timeline:** Calendar year (January to December 2023) Academic year/After School Summer 2023 Other _____
- **Total number of youth program participants:** _____

- Please list the **zip codes** that your program participants live in: _____

Demographic Information: Percentage (%) of youth participants who were:

- **Gender:** Female: ___% Male: ___% Non-Binary: ___% Prefer not to say/Prefer to Self Report/Other: ___%
 Check here if your organization does not collect this data.
- **Race/Ethnicity:** African American/Black: ___% American Indian or Alaskan Native: ___% Caucasian, European, or White: ___% Asian: ___% Middle Eastern: ___% Native Hawaiian or Pacific Islander: ___% Hispanic/Latinx: ___% Other: ___% Prefer not to disclose race/ethnicity: ___%
 Check here if your organization does not collect this data.

SUMMER PROGRAMMING AND SITE INFORMATION

- **What dates will your organization host summer programming in 2024?** <date>_____ to <date>_____
- **How many sites does your organization operate for summer programming?** _____
 - **At how many of these sites will your organization plan to implement Science in the Summer?** _____
- **How many sites where you are planning to implement Science in the Summer are within the following counties?** Berks: _____ Bucks: _____ Chester: _____ Delaware: _____ Montgomery: _____ Philadelphia: _____
 - How many of these sites are within the city of Camden (not Camden County)? _____
- **How many youth in total does your organization plan to reach during summer 2024 (all grades – K to 12)?** _____
- **Projected Reach:** To how many youth in grades 2-6 do you **realistically** plan to deliver **Science in the Summer in 2024**? *Note: One program delivered equals implementing 4 out of the 5 activities in the curriculum to the same group of youth. _____
(This number is not guaranteed. TFI will confirm the number of participants upon acceptance into the program. The stipend and quantity of materials provided will be contingent upon the accepted number.)

PART TWO: Implementation Proposal

Describe how your organization will fold Science in the Summer into your summer programming. Please include how you will meet the projected youth reach you stated above. For example, if your projected reach is 80 youth, your implementation plan could look like the following:

Our summer program runs for 8 weeks. Four (4) of our educators will attend in-person TFI training and lead SIS in two separate classrooms. Classroom 1 will have 20 participants in grades 2 – 3 and classroom 2 will have 20 participants in grades 4 – 6. Educators will deliver SIS activities once a week for 4 consecutive weeks

during the 1st half of the summer program, reaching 40 students. We will implement the program again for the 2nd half of the summer program, reaching 40 more students in two additional classrooms (20 additional 2nd to 3rd graders and 20 additional 4th to 6th graders). **1500-character limit**

For Returning Organizations - Based on lessons learned in 2023, what changes will you make to your 2024 Science in the Summer implementation plans?

Educator Training: All educators delivering Science in the Summer must receive curriculum training from The Franklin Institute. Which of the following training methods will your organization opt for? Select all that apply.

- In-Person – Educators come to The Franklin Institute to participate in a 3.5-hour workshop.
- Asynchronous Virtual Training – Educators will complete interactive online training modules on their own time, before program implementation.

Is there any information about training option(s) you selected that you would like The Franklin Institute to be aware of?

Is your organization interested in a field trip to The Franklin Institute? (NOTE: If your organization is a county library, you will receive separate general admission tickets to give to youth participants.) Participation in Science in the Summer includes the opportunity for a paid field trip to the museum. The program will cover general admission equal to the accepted reach number plus the associated number of chaperones. TFI will also provide a stipend to support transportation costs. Field trips must be booked at least 2 weeks in advance and redeemed before October 31, 2024.

Yes: ___ No: ___ Maybe: ___ I am a library: ___

PART THREE: Shipping Address for Kits and Print Materials Deliveries

Each organization must provide one (1) shipping address to which your kit(s) and printed items will be sent in late May or June. Delivery will be scheduled with the coordinators and a signature will be needed. Therefore, NO P.O. BOXES.

If you have 5 or more locations that are delivering Science in the Summer, you have the option of shipping your kits to multiple locations. If this applies to you and you would like to ship to multiple locations, check the box below and TFI will be in touch about shipping information.

In the address sections below, write "multiple sites."

We will be delivering Science in the Summer at 5 or more locations and would like to discuss shipping to multiple sites.

Address Line #1: _____
 Address Line #2: _____
 ATTN: _____
 Email of ATTN contact: _____
 Phone number of ATTN contact: _____

City: _____ State: _____ Zip code: _____

Are there any days or dates between May 1 and June 30, 2024, during which you cannot receive materials? _____

Is there anything the shipping companies need to know about delivering to this location? _____

Loading Dock (y/n): _____

PART FOUR: CONTACT INFORMATION and W-9

We will use the information below to send a Site Agreement through DocuSign, mail your stipend, and add your organization to the Philadelphia-area network [map on our website](#). Stipend checks will be made out to the “Payee” listed below. Please provide the following information:

<p>Name, Title, and Email Address for Authorizing Official (an organization leader, such as a director or higher) who will sign Organization Agreement:</p>	
<p>Name and Physical Address of Payee (stipend check recipient):</p> <p>(If your organization does business under a different name, include it here preceded by “dba:”. This information should match your W-9. For example: Red Rover Project dba: Queen Village Summer Camp.)</p>	
<p>Organization website to be added to the Program Website:</p>	
<p>Organization address for Program Website. (This address is where your pin will show up on the map. We are able to add one pin per organization.):</p>	
<p>Please email your organization’s TYPED W-9 to scienceinthesummer@fi.edu before moving on to the next section.</p>	

PART FIVE: Responsibility and Approval

Each organization must identify and provide information for two qualified individuals that will act as coordinators to manage GSK Science in the Summer™. By checking the boxes below, each proposed coordinator and the authorizing official agree to meet the following expectations.

The Coordinators will:

- Respond in a timely manner to all communications from The Franklin Institute.
- Attend all required webinars.
- Schedule programming within your own organization.
- Coordinate materials management including receiving kits and ordering supplemental materials if needed.
- Identify internal educators or hire external educators to be trained and facilitate programming with youth, and ensure educators meet **state background requirements**. Coordinators may also act as educators for the program.
- Ensure educators are delivering high-quality programming that aligns with program expectations by monitoring content, understanding, and use of training resources (if unable to attend the in-person curriculum trainings).
- Support site visits with TFI and/or GSK staff.
- Complete all evaluation and reporting expectations.
 - Meet deliverable deadlines as requested for reporting via your Site Profile. The Site Profile must be completed with all requested information by September 1, 2024.

By checking the box below, we understand that we are committing to the expectations and proposed program implementation above, if accepted:

CONTACT INFORMATION		CHECK BOX IF ACCEPT
COORDINATOR #1 - NAME & TITLE:		<input type="checkbox"/>
COORDINATOR #1 EMAIL:		
COORDINATOR #1 PHONE:		
COORDINATOR #2 - NAME & TITLE:		<input type="checkbox"/>
COORDINATOR #2 EMAIL:		
COORDINATOR #2 PHONE:		
AUTHORIZING OFFICIAL NAME & TITLE:		<input type="checkbox"/>
AUTHORIZING OFFICIAL EMAIL:		

ADDITIONAL COMMUNICATIONS RECIPIENTS (OPTIONAL)

If there are other members of your team that should receive program updates but are not a designated coordinator, please include their info below.

STAFF #1 - NAME & TITLE:	
STAFF #1 EMAIL:	
STAFF #1 PHONE:	
STAFF #2 - NAME & TITLE:	
STAFF #2 EMAIL:	
STAFF #2 PHONE:	