

PYSC Best Practice Membership Plan

One of the three main areas of focus for the Philadelphia Youth Sports Collaborative is to ***strengthen the organizational capacity*** of its member base. To that end, PYSC presents this Best Practice Membership Plan for prospective sports-based youth development (SBYD) organizations with the understanding that being a member of PYSC will make the organization healthier and more sustainable over time. PYSC intends to work with Philadelphia based organizations in the focus areas presented here, and hopes to strengthen the entire SBYD sector, thereby having a positive impact on thousands of youth served.

Based on feedback from SBYD Organizations with an ongoing relationship to PYSC, a reputable sports-based youth development organization ***must make a commitment*** to quality in the following areas:

- Providing a safe space for youth
- Providing accessible, affordable programs
- Trained coaches and staff, who have completed the appropriate background checks
- Purposeful and intentional curriculum
- A meaningful program evaluation process that occurs over time
- The development of the child, not just of the athlete

To that end, PYSC is committed to providing services that directly impact these focus areas. In order to strengthen the SBYD sector as a whole, we must make a commitment to strengthen the organizational capacity of each individual organization that provides SBYD programming.

PYSC Member Support Areas:

- Networking and Directory Services
- Training and Education
 - Both “on-field” and “off-field” training
 - Staff Capacity building
- Curriculum support; Program support
- Technical support and meaningful data collection
- Resource Development
- Advocacy

The support services that will be available to PYSC members are outlined in this proposal. We hope you will consider official membership in PYSC, so we can work together to strengthen Philadelphia’s sports based youth development community.

Membership Benefits

- Meetings and Networking
 - Quarterly Member Meetings to update members on progress; present helpful topics; provide panels of peers to share best practice methods
 - Member Coffees will be held 3-4 times annually to offer an expert presentation on specific topics that can help organizational staff be more effective in select areas of their work

- Trainings – On the Field
 - PYSC will secure partners to offer free or discounted coaches trainings
 - PYSC will secure partners to offer free or discounted trainings in areas like CPR, compliance for volunteers, requirements for mandated reporting and more

- Trainings – Off the Field
 - PYSC will secure partners to offer free or discounted trainings in areas like IRS reporting requirements, outcome measurement, grant writing and more
 - PYSC will engage partners to provide effective curriculum evaluation, program evaluation and provide the appropriate support in this area after the review

- Executive and Program Mentoring
 - Executive Mentoring/Coaching Program (mentor or coach will be assigned per a needs evaluation) available to interested organization Executive Directors
 - PYSC will develop a network of mentors/coaches for program staff, development staff, finance staff, and volunteer engagement staff

- Partnership Development
 - PYSC will work to develop partnerships that will provide educational opportunities for our members, provide opportunities for capacity building/head count increase (where appropriate), and potential project funding opportunities
 - PYSC will work to develop partnerships that will create a bank of interested volunteers and coaches for SBYDOs

- Data Collection Support
 - PYSC will continue to seek out best practices for data collection, and work to provide reports on the SBYD sector in Philadelphia utilizing data provided by members
 - PYSC will ensure that the SBYD sector is represented and counted in the overall OST Initiatives taking place under the City’s Managing Director’s office
 - Work with member organizations to ensure all information is in the appropriate, available databases like ASAP

- Advocacy
 - PYSC will coalesce the research base with more and better empirical studies that prove the impact of SBYD programming
 - Using this research, PYSC will convene the stakeholders that collectively will push for more favorable public policy to work on behalf of our sector
- Peer Review & Support Process
 - PYSC will coordinate member peer visits to review operations, programs, and help identify areas where SBYDOs are doing well (and could provide insight to others) and where organizations may need support
- Resources & Listings
 - PYSC Members will have access to the Members Only area of the PYSC website that will have tools to support areas like Board Development, Curriculum Design, Job Description templates, FAQ Forum and more
 - Members will be listed on all PYSC promotional information and a listing and link will be available on www.PYSC.org

Member Expectations

- To be an active participant in PYSC programs, and be a voice for the importance of our sector's work
 - Be an active participant in advocacy efforts
 - Be an active participant in partnership or cohort grant seeking efforts by supplying necessary information in a timely manner
- To work together with PYSC to achieve as many Best Practice Checklist items as the organization is able to attain
- To collect and share recommended data points so PYSC can use aggregate data for advocacy efforts
- Engage in annual site visits performed by peer organizations and/or outside partners to help maximize the efficacy of programs and operations
- Inform your board of your role and membership in PYSC, and allow one of PYSC's representatives or board members to attend one board meeting annually to share information and take questions
- Reciprocal logos/links on websites



PYSC's Commitment to Members

- PYSC commits to work with every member to strengthen the organizational capacity of the member through the programs and services listed above.
- We commit to developing a program of best practices and organizational score cards to track progress. We promise to back this program with services that will ensure our members are supported as they strive to improve their organizational impact.
- We commit to constantly advocate on behalf of the community, representing the collective interests of all members at the local and state level.
- We commit to work to drive funding to our sector and find opportunities for our members to grow and impact more children wherever possible.
- We commit to listening to our members by developing an Advisory Council that will provide consistent feedback on programs, make PYSC aware of issues that arise in the SBYD sector, and plan for ongoing services.

Membership Investment

Membership in PYSC for the year July 1, 2017 – June 30, 2018 is \$500.00.

This investment includes all Member Meetings, as well as free/discounted programming for the duration of the Member Year.

Note: Fee structure may be adjusted for 2018-2019 based on participation levels, program frequency, etc.

MEMBER BEST PRACTICE SCORECARD

PROGRAMS

- We provide programs in a safe, accessible location
- We maintain a focus on positive youth development through supportive curriculum that may include academic support, nutritional/healthy habit information, mentoring, leadership, or like areas of focus
- We provide formalized, intentional curriculum to all of our participants

COACH/VOLUNTEER TRAINING

- Coaches and volunteers are cleared using the state mandated background checks required for work with children
- Coaches go through an orientation delivered by our organization
- Coaches go through a formalized training delivered by an outside partner, or through a national affiliate of our organization

DATA COLLECTION

- We register all children who participate, and collect a basic demographic set on each child
 - We do this with an online system, or enter all information collected into an online system
- We collect and maintain attendance for all sessions offered
 - We do this with an online system, or enter all information collected into an online system
- We perform internal program and/or outcome measurements through surveys, focus groups, parent engagement
- We perform external program and/or outcome measurements through research firms or partnerships

ORGANIZATIONAL BEST PRACTICES

- We maintain the appropriate levels of liability insurance coverage
- We hold a D&O Insurance policy for our board and executive director
- We maintain compliance with the IRS for the required 990 and BCO-10 preparation; compilation, reviews, or audits are performed based on annual income level
- We are registered with the Bureau of Corporations and Charitable Organizations at the Commonwealth of Pennsylvania and are authorized to solicit charitable contributions
- We prepare and make available an annual report
- We provide opportunities for professional development for our Executive Director and staff on an ongoing basis
- We have engaged in a strategic planning process for the organization