



CAREER CONNECTED
LEARNING PHL

Positioning Philadelphia's Youth for Career Success

Smart Spending |

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Virtual



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Objectives

- Align resources with C2L-PHL program plans
- Strategize fund repurposing or reallocation for supportive services
- Communicate budget needs with program leadership and frontline staff effectively

Foundations Inc. Your Capacity Building Partner



Build Capacity

Capacity Building and Support



Strengthen Skills

Professional Learning



Elevate Techniques

Resources

What is Capacity Building? The Toolbox

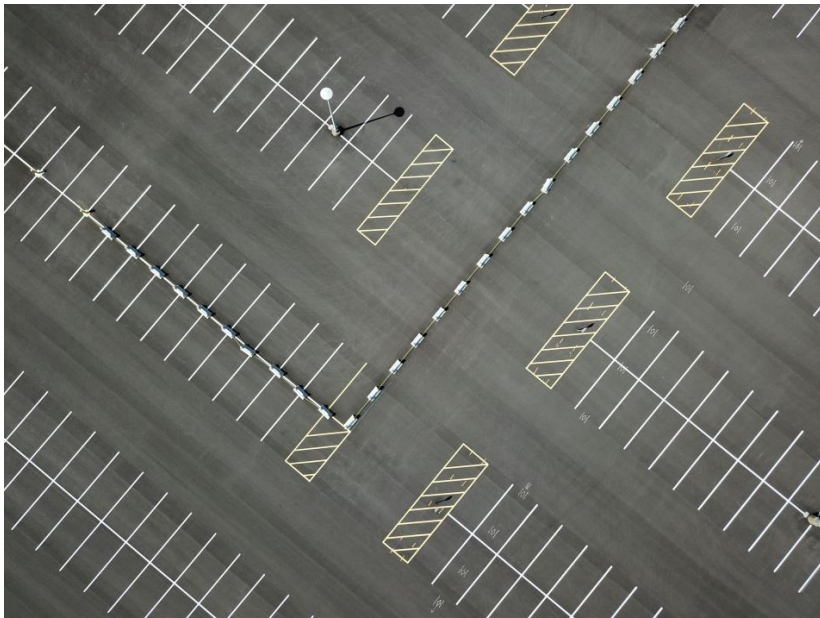
What you're able to do with what you have

- Human
- Organizational
- Technical
- Partnership

Growing what you're capable of doing

- Improving Skills
- Strengthening Systems
- Leveraging Resources
- Enhancing Partnerships

Fiscal Needs Parking Lot



What's one challenge you've faced with budgeting for your C2L program?

- Open the padlet link
- Add a comment with your program name and challenge or question

Why Fiscal Management Matters



• **Youth Success**

- Access
- Engagement
- Equity
- Sustainability

Everyone Plays a Role in Fiscal Responsibility



Change Impact's C2L Budget Planner Tool

Change Impact's C2L Budget Planner Tool is OPTIONAL and can be used for brainstorming purposes. Programs must and are required to use JEVS budget template to communicate budget needs and/or amendments.



Align Resources with Program Plans



Budget Planner Tool

This budget planner is an internal tool for C2L PHL partners. The goal of the planner is to support budgeting adequately across each quarter (i.e., every three months), to anticipate spending needs, and to ensure funding is not left unspent at the end of a contract term. While the budget you submit as part of your contract includes funds provided through C2L PHL, this tool allows you to create a holistic budget, by site, including multiple funding sources. It also allows you to predict how much funding you will spend each quarter, which can serve as a check against actual spending as the year goes on.

Each program site has its own tab, and you may create more tabs as needed. You can choose to include as much detail as you would like. For example, you might include each staff position line by line, or summarize personnel spending in one line.

Read the instructions at the top of each tab. You will fill in the gray cells only; other cells will automatically populate.

After submitting your response, share why multiple funding streams make planning more challenging.

Tech Summer Bootcamp



Program Details

- 7-week program
- 50 participants (16-19)
- **Proposed Activities**
 - Workshops, mock interviews, guest speakers
- **Proposed Schedule**
 - Mondays and Fridays- Youth PD
 - Tues - Thursdays - Placement Site

Key Findings

- 55% of returning youth reported challenges getting to PD sessions and placement sites
- 35% of returning youth lack personal laptops or reliable internet
- Youth and families shared frustration about preparing for mock interviews
- Credentialing opportunities, resume building, network
- Low confidence in job readiness
- Youth feel engaged during interactive PD sessions



Align Resources with Program Plans



In Your Group

- Review Cheryl's C2L Budget Planner Tool
- Discuss
 - Are all funding sources being used effectively and in alignment with Cheryl's C2L program?
 - Does the budget include everything for Cheryl's program?

Supportive Services: **Allowable Within Reason**

- Transportation
- Childcare
- Housing Assistance
- Utilities (itemized bill)
- Cell phone bills (itemized)
- Food (youth only)
- Employment-related needs
- Health-related services
- Disability accommodations
- Job search expenses
- Training-related costs

Unallowable Expenses

- Expenses before participation/enrollment
- Fines and penalties
- Interest payments
- Entertainment
- Donations or contributions
- Refundable deposits
- Food for adults
- Expenses for others (nonparticipants)
- Graduate program or unrelated costs
- Any item not related to training/employment goals

(A) Allowable or (B) Unallowable?

Cheryl just learned a few new things about her new youth participants

Childcare stipends
or vouchers during
program hours

Assistive technology
(screen readers and
adaptive keyboards)

Grocery gift card



Strategize Fund Repurposing/Reallocation for Supportive Services

Strategies

- Review previous C2L budgets and assess spending habits
- Reinvest/Shift **underspent** line items
- Leverage partnerships
- Apply for budget modification



Review Past Budgets and Spending Patterns

- What activities or services didn't happen as planned this year/session?
- Which budget lines were underspent?
- Are there areas where we need to act early to avoid underspending?
- How are we currently tracking spending?



Fiscal Tip - Use the C2L Budget Planner to track lagging categories

Reinvest Funds to Meet Youth Needs

- Where can we redirect funds to better support youth?
- Are there unmet needs that we could address with available funds?



Fiscal Example – If fewer materials were needed, funds could be used to buy clothing for youth job interviews.

Community Partnerships & Budget Modifications

Leverage Partnerships

- Are there services we could outsource to trusted partners to improve efficiency or impact?
- Which partners have capacity and alignment with our goals?

Budget Modifications

- Do we anticipate needing a budget modification?
- What's our timeline to submit changes before the contract ends?



Fiscal Reminder – Final budget modifications should be submitted no later than the last month of the contract

Underspent Funds

If Cheryl's program has projected underspent funds, how could she repurpose or reallocate those dollars to better meet youth needs and strengthen program outcomes?



Underspent Funds

Compliance

- Always check your grant agreement or funding guidelines
- Document everything
- Keep all receipts and invoices

Best Practices

- **Build Flexibility**
- Youth Voice
- Track Impact



Build Flexibility

Why it Matters

- Flexibility to quickly pivot
- Direct service staff often know gaps but may not know budget
- Small shifts = big difference

Key Actions

- Create a space in the budget for responsive spending
- Regularly check in with frontline staff
- Use underspent funds to address real-time programmatic challenges



Underspent Funds

In the chatbox

Share ways your program may reallocate or repurpose funds for supportive services OR share what you have done in the past.

Communicate Budget Needs Effectively



Step 1: Identify the Need

Step 2: Update Budget Documents

Step 3: Obtain Internal Approvals

Step 4: Submit Request

Step 5: Await Review and Feedback

Step 6: Implement Upon Approval

Express a need or concern

We've noticed that youth are struggling with XX, and we're wondering if there's flexibility in the budget to support that.

Based on our engagement data, it seems like reallocating funds toward XX could improve outcomes.

I'm not sure what's possible financially but I'd love to explore options for XX.



Initiate Collaboration

Can we talk through the budget together to see where there might be room to adjust?

Would it be possible to revisit our allocations considering recent challenges?

I'd like to understand how our current budget supports youth access, can we talk through that?



Advocating for Youth-Centered Changes

If we could shift resources toward XX, I believe we'd see stronger youth participation.

Youth have voiced that XX is a barrier, how can we reflect that in our spending?



Next Steps



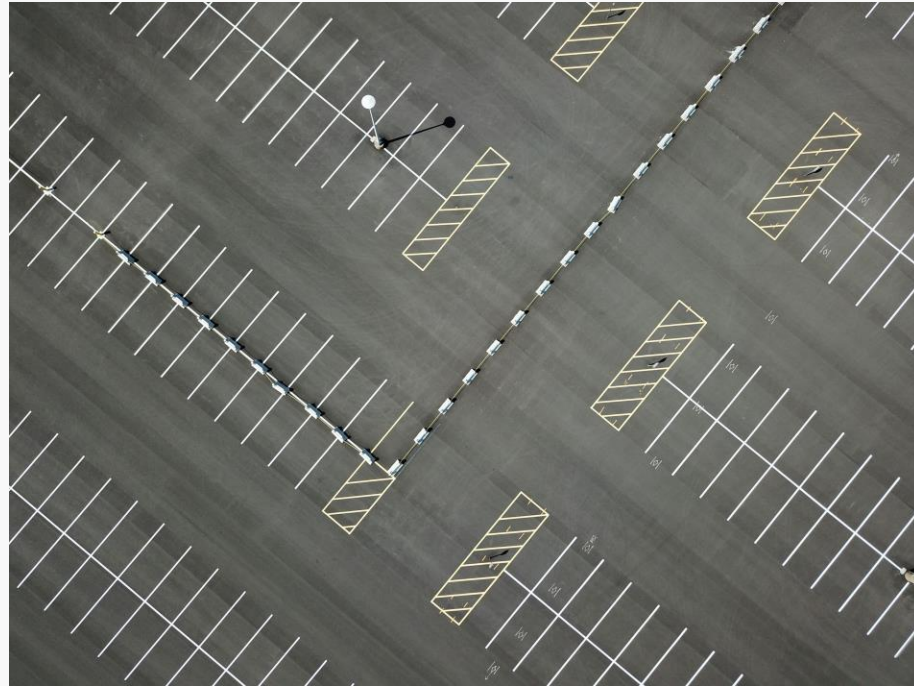
What's one action you'll take to improve fiscal alignment in your program?

C2L-PHL Resource Library Reminder

Universal Support

- Virtual Training Sessions
- Tools and Templates
- Guides
- Podcasts and Other Media
- Collaboration and Engagement

Questions?



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