|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **School District:** | | | | | **County** | |
| **Address:** | | **City:** | | | | **Zip Code:** |
| **Family Engagement:**  up to $85,000 per home visitor  **Center-Based:**  up to $150,000 per classroom | **Amount of Endowment Grant Funds Requested for Operating Budget:** | | **Amount of Grant Funds Requested for Start-up Budget: (Up to $25,000)** | | | |
| **Program Design:**  Family Engagement Center-Based | | | | **Anticipated # of children served:** | | |

|  |  |  |
| --- | --- | --- |
| **Authorized Representative (School Superintendent/Administrator):** | |  |
| **Telephone Number:** | **E-mail Address:** | |

|  |  |  |
| --- | --- | --- |
| **Program Contact/Coordinator:** | | **Title:** |
| **Telephone Number:** | **E-mail Address:** | |

|  |  |  |
| --- | --- | --- |
| **Fiscal Contact:** | | **Title:** |
| **Telephone Number:** | **E-mail Address:** | |

Endowment Grant Application

(PLEASE NOTE: Text boxes within the application expand to include all necessary information.)

**Grant Applications will be scored on a 100-point scale**

1. **Grant Abstract- O points**
2. **Needs Assessment & Program Planning – 45 points**
3. **Community Partnerships and Organizational Capacity – Maximum 15 points**
4. **Program Approach – Maximum 20 points**
5. **Recruitment, Eligibility, and Participation Selection – Maximum 10 points**
6. **Funding Sources & Budget Narrative – Maximum 10 points**

# Application Summary (O points)

In one or two sentences, identify how the grant funds will be used. It should be **no longer than a page**

# Needs Assessment and Program Planning

# (Maximum 45 points-10 additional points awarded for center-based full-day, year-round care.)

1. **Geographic Area to be Served:**

* Identify the geographic area to be served, including the boundaries of the service area, total community population, number of children birth to age five in your community**.** <https://www.neopportunitymap.org/>

**Race and Ethnicity of Children under age 5**

<https://www.neopportunitymap.org/>

|  |  |
| --- | --- |
| Race and Ethnicity | Percentage |
| Asian/ Pacific Island |  |
| Black |  |
| Native American |  |
| Two or more Races |  |
| White |  |

1. **Community Characteristics:**

Describe any significant community characteristics and/or changes in the community demographics (i.e., immigrant population, economic status).

Include at a minimum the estimated number of:

* Children (birth to age three) whose family income qualifies them for participation in the federal free or reduced lunch program; Children below poverty level under age five
* Children (birth to age three) whose parents have not completed high school.
* Children (birth to age three) who reside in a home where a language other than spoken English is used as the primary means of communication.
* Teen Birth Rate <https://www.neopportunitymap.org/>
* If you have data on your district graduation rate for teen parents, please list it below.

1. **Current Early Childhood Opportunities:**

Describe the community's current opportunities for children birth to age three who are at risk and their families within the proposed service area. Include the type of program(s), the number of children served, whether the programs are part-day or full-day, and any relevant indicators of the programs' current level of quality.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Program** | **Families/Children**  **currently served** | | **Service Delivery** | **Waiting List** | **Comments** |
| **Early Childhood Programs** | | | | | |
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| **TOTALS** |  |  | |  |  |

**Center base ONLY - Please list local licensed childcare providers** [**https://dhhs.ne.gov/licensure/Documents/ChildCareRoster.pdf**](https://dhhs.ne.gov/licensure/Documents/ChildCareRoster.pdf)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of Childcare Center** | **Capacity** | **Home or Center** | **Accepts**  **Subsidy** | **Comments** |
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| **TOTALS** |  |  |  |  |

1. **Need and Justification for Chosen Approach:**

Describe the community's unmet needs for programs and/or services for children birth to age three who are at risk and their families. Describe current barriers to the provision of services. Please describe how the approach chosen will best meet the needs of very young children and their families in the community—**one-page minimum.**

# B. Community Partnerships and Organizational Capacity (Maximum 15 points)

1. **Partnerships:**

Grantees must have written agreements with community organizations to promote children and families access to community services that are responsive to their needs. Identify the grant partners and describe the participation of each in the planning of this application. Describe how they will be involved in the start-up process and the implementation of the grant. Describe the plan for the development of formal written agreements among partners. Describe the plan for managing the program, including how the partners will work together to make key decisions. (Add rows as needed)

|  |  |
| --- | --- |
| **Community Partners** | As a partner in the program, this agency will commit the following resources, time, ongoing representation, etc. to assure that the program provides a high-quality early childhood experience: |
| **Example:**  **Public Health Department** | * Participate in providing reciprocal referrals * *Collaborate to offer informational support groups to families to include fire prevention, lead poisoning and prevention, diabetes screenings, household safety assessments, education, and other related health services.* * Upon request of the Sixpence staff, provide an RN, on an hourly basis, to provide consultation and accompany them on home visits when there are health concerns in the household. * Provide dental preventive services. |
|  |  |
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1. **Advisory Committee:**

A local early childhood advisory committee that includes early childhood professionals, families, and community members is required. Describe your current local early childhood advisory committee, including the current and proposed future members. Indicate how the committee will ensure appropriate representation of all community stakeholders, including but not limited to existing child care centers, family child care providers, preschools, Early Head Start/Head Start programs, providers of early intervention and early childhood special education services, resource and referral agencies, parents, and health and social service personnel. Indicate which partner will be responsible for convening and communicating with the Advisory Committee. Describe how the information gathered will be used to inform continuous program improvement, including how and when the program partners and/or Advisory Committee will review program data to determine any necessary modifications to the program's approach or implementation.

**Early Childhood Advisory Committee members:**

# Program Approach (Maximum 20 points)

Provide position descriptions that clearly describe the qualifications, specialized skills, and duties for each position necessary for the quality implementation of the proposed program. If key staff members have been identified for the program, provide the name, position, and a brief resume for each.

**Center-Based Applicant -**

* Lead Teacher/Caregiver –
* Lead Teacher must meet NDE Rule 11 guidelines for teacher qualifications (with coursework directly related to infants and toddlers).
* Assistant/Paraprofessional – First paraprofessional must have a CDA or higher (defined as 12 credits in early childhood and working towards a higher degree). If group size requires additional staffing, they must be enrolled in and making progress towards a CDA program or higher.

**Family Engagement Applicant-**

Home Visiting Specialist: Minimum of bachelor's degree in:

* Early Childhood Education or Early Childhood Special Education,
* Nursing including at least twelve (12) graduate or undergraduate hours in any combination of family-centered practices or child and youth development,
* Child Development,
* Sociology or Psychology including at least twelve (12) graduate or undergraduate hours in any combination of family-centered practices or child and youth development,
* Social Work Including at least twelve (12) graduate or undergraduate hours in any combination of family-centered practices or child and youth development.
* Programs may employ a Home Visitor with an Associate's degree, or the equivalency in credit hours, with a detailed education plan, created in conjunction with a higher education institute, to meet the Home Visiting Specialist qualifications within four years of hire. A Home Visiting Specialist must still supervise the Home Visitor. Grant funds may be used to support the Home Visitor in obtaining their qualifying degree.

**Supervision**

Describe the program structure; specifically, identify who will supervise and evaluate staff in the program. Provide an organizational chart for the program. The program Supervisor has specific training in reflective supervision, infant-toddler development, management of an early childhood program, and the program model. Staff receives individual or group supervision four times a month, and this supervision includes education and an opportunity to reflect upon practice and problem-solve around children's needs.

**Curriculum Framework:**

Identify the selected curriculum. Describe how the selected curriculum is evidence-based and provides a learning environment that facilitates children's optimal growth and development—opportunities for age-appropriate learning experiences through active involvement with people and materials. The program uses a research-based, written curriculum designed to work with families. The curriculum includes a personal visit plan and follow-up documentation. The program approach is flexible and focused on families' needs to benefit the child's development.

**Program Design:** Identify the elements of the program and/or services to be provided to children birth to age three and their families.

**Center-Based Only**

* For early childhood education and care programs, indicate the hours per day and number of days per year that services will be provided.

**Family Engagement Programs**

* Indicate the number of group and individual contacts with each family that will occur each month and approximate hours of contact with families per month.

**Child Screening and Assessment:**

Every participating child will be screened for possible developmental delays or a disability within 45 days of entering the program and at least every six months through age three using Ages and Stages Questionaries. Indicate who will be responsible for completing the screenings. Provide assurances that written permission from a parent or guardian will be obtained prior to any screenings. Describe how children suspected of having a developmental delay or disability, either based on screening results or parent or staff concern, will be referred to the Early Development Network

**Results Matters Gold**

All Sixpence programs are required to report child assessment data for Results Matter.

* The GOLD online subscription fee is $11.95 per child per year under the NDE administrative umbrella.
* The school district must assign an NDE Student Identifier, through Advisor, to all children birth to age five in any early childhood education program that receives Sixpence funds.

Who will be responsible for managing and verifying GOLD outcome data? How will data be used with families?

**Transition Planning:**

Describe the referral process to be implemented to place three-year-old children in other early childhood care and education programs after the child ages out of Sixpence. These programs may include early childhood care and education programs, prekindergarten, Head Start, Even Start, early childhood special education, Title I, and bilingual education programs. Describe how parents and the receiving program will plan for and implement a smooth transition for the child.

**Family Partnerships:**

Describe how programs will include parents and families to ensure family engagement in making decisions regarding the goals and outcomes? Describe how a family partnership agreement will be used to guide services for the family.

**Professional Development:**

Describe how individual staff and program professional development needs will be determined. Identify the training needed to implement the program and child assessments as well as the curriculum. Identify the training resources available within the partnership and the timeline for providing the training.

**Implementation Plan:** Grant term begins September 1, 2021.

Identify the anticipated activities and start-up timeline for planning and implementing the program and/or service in the community. Indicate the person and/or organization that will be responsible for each activity.

**Recruitment, Eligibility, Participation Selection** (Maximum 10 points)

Describe how most children at risk and their families will be recruited to participate in the program. Describe how eligibility for the program will be determined. Indicate how the information will be collected, what criteria will be used to determine eligibility, and how participants will be selected if more children and families apply and are found eligible for the program than can be served.

**Combination of Funding Sources and Budget Narrative** (Maximum 15 points)

Applicants are required to prepare two budgets, **one for start-up** costs and one for ongoing **operating expenses.** A maximum of $25,000 may be requested for the start-up budget, and no match is required. For the operating budget, matching resources must be equal to or greater than the Grant funds awarded. Budget forms are provided as separate documents. Totals for Center-Based programs cannot exceed $150,000 per classroom. Totals for Family Engagement Programs may not exceed $85,000 per home visitor.

**Start-up Budget and Budget Narrative**

* Budget: Provide a budget for the start-up costs. A start-up budget summary form is included as a separate document. **Matching funds are not required for the start-up budget.** The budget must relate directly to the start-up plan identified in the proposal and should provide a rationale for the projected costs. Start-up funds may be used for salaries, professional development, facilitation of community partnerships, materials and supplies, equipment, and minor facility modifications. Justification must be provided for any single item over $1000.

**Operating Budget and Budget Narrative**

* Budget: Provide a budget for the operating costs of the program. An operational budget form is included as a separate document. The budget summary form should identify the portions to be supported through Endowment Grant funds as well as funding or services provided by the applicant and/or partner agencies.  **Matching funds are required**. Applicants should describe a plan to coordinate and use a combination of funding sources to maximize the number of children served and the intensity of services provided. All anticipated costs necessary to carry out the program must be fully explained in a detailed budget narrative. The budget must relate directly to the activities and staff identified in the proposal and provide a rationale for the projected costs (e.g., how employee benefits are derived). Justification must be provided for any single item over $1000. non-allowable expenditures include indirect costs which exceed the district established rate, capital improvements, and purchase of buildings, land, or vehicles.