

Yvette Sanchez Fuentes



currently serves as President for the National Alliance for Hispanic Families. She most

recently served as the Director of the Office of Head Start. Prior to her appointment, Ms. Sanchez Fuentes served as the Executive Director of the National Migrant and Seasonal Head Start Association (NMSHSA). She worked with early education services, policies and resources for migrant and seasonal farm worker children and their families. Before joining NMSHSA, Yvette worked for the Education Development Center where she was the Early Childhood Specialist for the International Systems Division and provided technical assistance to projects in Honduras, El Salvador, and Egypt. Ms. Sanchez Fuentes has served as a National Head Start Fellow where she provided consultation in literacy, parent education, child care collaborations, and program improvement to Migrant and Seasonal Head Start and other early childhood education programs nationwide. Yvette began her career at Community Action Partnership of San Luis Obispo, Inc. where she managed the family child care initiative in the migrant and seasonal Head Start program. She received her B.A. in Liberal Arts from California State Polytechnic University.

We've had a number of webinars in the past weeks about the Early Head Start-Child Care Partnerships (EHS-CCP) federal funding opportunity and we've received a lot of questions. If it is the official answers to these questions you are looking for, please go to the ECLKC website at <https://eclkc.ohs.acf.hhs.gov/hslc/grants/ehs-ccp>. But, in any case, we want to be responsive to you. So we have asked Yvette Sanchez Fuentes to be our "Dear Abby." For those of you who submitted questions in the chat box on the webinar entitled *Understanding the Review and Scoring Criteria of the Early Head Start-Child Care Partnership Application*, featuring Jeff Capizzano, you'll find answers here.

We hope they are helpful, but please do not take them as official responses! Please refer to the [Funding Opportunity Announcement](#) for detailed instructions. And, for further information and details, please submit your questions to Shawna.Pinckney@acf.hhs.gov and/or to the link below where questions will be published and answered and periodically updated.

Please visit the ECLKC website at <https://eclkc.ohs.acf.hhs.gov/hslc/grants/ehs-ccp>.

General

Q: We were under the impression that the deadline would be extended into September/October due to the delay in the announcement. Is the August 20th date set in stone?

A: Yes, the due date is not negotiable. Applicants have approximately 75 days to complete their application and submit electronically by 11:59PM EST on August 20. It is recommended that applicants submit at least two days in advance of the deadline in case there are technical issues with the submission to avoid missing the deadline.

Q: Does this year mean that programs will receive awards by September 30, 2014?

A: The FOA does not state when the Office of Head Start expects to make awards. Based on my experience, awards may be made on a rolling basis over the next several months or sometime in the spring of 2015. This all depends on the number of applications received, the time it will take to panel the applications, and negotiations with potential awardees. Based on my past experience, the process can take anywhere from 3 – 9 months.

Q: If I do choose to apply, what exactly does the grant cover?

A: The grant covers operating expenses to provide high quality comprehensive services for children birth to three in center-based programs and birth through three in family child care homes. It is important to become familiar with the funding requirements for receiving an Early Head Start grant such as cost per child, the federal match requirements, and the limits on administrative costs.

Applicants should visit <http://eclkc.ohs.acf.hhs.gov/hslc/grants/ehs-ccp> for additional resources and requirements. In addition, applicants should read pages 12 – 13 of the FOA for additional information on Cost sharing or Matching.

Q: How will organizations know who the other applicants are?

A: Organizations will not know who applies. The Office of Head Start does not publish names of applicants. The Office of Head Start only publishes the names of organizations when an award is final. This points to an important potential role for the state system and/or for community partnerships that are coordinated statewide. Your state may be attempting to coordinate all the applications and provide support. If so, this would be a good way to identify other applicants.

Q: Clarify please, “*individuals need not apply*”? We are a small single center in Michigan with 65 children.

A: Applications from individuals are not eligible. Eligible entities are any public entities, including states, or non-profit or for-profit private entities, including community-based and faith-based organizations. For additional information on faith based organizations, please visit <http://www.acf.hhs.gov/acf-policy-on-grants-to-faith-based-organizations>

In addition, be familiar with the definition of an Entity (Agency), defined as “. . . *the entity that will submit the grant application that, if selected for the award, will be the primary recipient of the grant.*” For additional information please refer to pages 4 and 12 of the FOA.

Q: Concerning eligible applicants - will there be a separate FOA for AIAN?

A: Yes, there will be separate FOAs for American Indian/Alaska Native and Migrant and Seasonal communities. There has been no announcement from OHS when the FOAs will be released.

Q: EHS standard hours are at 10 hours per day and full year is at least 48 weeks per year. The PowerPoint is stating at least 6 hours?

A: The Office of Head Start understands full-day, full-year to mean 6 hours a day or more, and for Early Head Start programs at least 48 weeks per year. Applicants should consider how to best provide full-day/full-year EHS services for their community. The hours of service provided by an Early Head Start program should reflect the needs of the children and families within the community and be based on the Community Assessment. Moreover, programs should be flexible and strive to meet families’ individual needs. In addition, I would recommend that when in the process of negotiating a final award with the pertinent regional office, the applicant should be sure to discuss the model design and how the requirement will be met. Also, be sure to discuss how the program will be monitored to ensure that it will be found in compliance.

See the [EARLY HEAD START TIP SHEET No. 4 – 2014 revision Full-day/full-year services & EHS/Infants and Toddlers](#)

Q: 48 weeks is interpreted different ways in different regions. What does 48 weeks mean in days?

A: The Office of Head Start understands full-day, full-year to mean 6 hours a day or more, and for Early Head Start programs at least 48 weeks per year. Applicants should consider how to best provide full-day/full-year EHS services for their community. The hours of service provided by an Early Head Start program should reflect the needs of the children and families within the community and be based on the Community Assessment. Moreover, programs should be flexible and strive to meet families’ individual needs. In addition, I would recommend that when an applicant is in the process of negotiating a final award with the relevant regional office, be sure to discuss the design of your model and how you intend to meet the requirement. Also, be sure to discuss how your program will be monitored to ensure that you will be found in compliance.

See the [EARLY HEAD START TIP SHEET No. 4 – 2014 revision Full-day/full-year services & EHS/Infants and Toddlers](#)

Q: I currently have 2 child care centers in high poverty zip codes; currently, 99% of our children are subsidized. Is this something that I should apply for?

A: This is a great opportunity for child care programs to access additional funding to improve their quality of care. At the

same time, it comes with a number of responsibilities regarding how the funding needs to be spent and the types of quality enhancement that are made. The decision is up to you but keep the following in mind as you decide:

- Have I read the FOA completely and carefully?
- Is my organization eligible to apply?
- Can I meet the FOA deadline and adhere to all the formatting instructions?
- Does my organization have the technical expertise, the personnel and the financial capacity to implement that Head Start Program Performance Standards?
- Are all the stakeholders in my organization supportive of applying for this grant?
- Is my organization prepared to do what it takes?
- Do you have the capacity to meet the Early Head Start Performance Standards within a reasonable time frame and provide high quality comprehensive services by leveraging resources?

Q: If applying for expansion, it can only be in the center-based model, right?

A: If you are applying for Non-Partnership Early Head Start you may provide services through center-based, FCC, home-based or a mix, depending on the needs of your community.

Q: If we have never had a Head Start community needs assessment, must it be completed for this grant?

A: Yes, community needs assessments must be completed for the grant. The FOA clearly states on page 4 that *“Applicants will base their proposals on community-, county- or state-based strategic planning and a community assessment that includes the identification of needs, the quality of existing child care providers, and existing resources that can be leveraged to provide high quality comprehensive services.”*

Q: Are non-profit applicants prohibited from requesting the total funding allocation for a state?

A: Any applicant may request a minimum of \$750,000 and no more than \$54,933,590 per budget period (12 months). However, please keep in mind that your funding request should not be significantly out of line with the state allocation. For additional information, please refer to pages 10 -12 of the FOA.

Q: Does a new agency need to establish a Board of Directors in order to apply?

A: Yes, the Board of Directors is the responsible, legal and fiscal entity for the grant. The Head Start program has very specific governing requirements for grantees, which include a governing board and a Policy Council. Both have specific requirements regarding their composition and I would consult the relevant Head Start Program Performance Standards for additional information.

Q: Who is required to do this grant writing?

A: There is no requirement regarding who should submit this grant. If an applicant chooses to apply, it is the responsibility of the applicant to determine who should write the grant.

Q: Do you know if the footnotes have to be within the 1”margins or can the footnotes be outside the 1” margins?

A: The formatting requirements indicate that the application has to have 1-inch margins “all around.” Footnotes cannot be outside of the 1-inch margins. Please refer to pages 15 – 22 of the FOA for additional details on formatting requirements.

Evaluation

Q: Page 5 says that funded projects must participate in ACF-sponsored evaluations. Is there more information on what this involves?

A: ACF-sponsored evaluations vary depending on the available funding and priorities of the Federal Government.

Q: Are there any external evaluation requirements? And are there any specific performance standards we should track for purposes of this grant, and are there any baseline reporting requirements?

A: As a grantee you are only mandated to participate in ACF-sponsored evaluations and to meet and adhere to the requirements of the Head Start Act of 2007 and the Head Start Program Performance Standards. In addition, grantees are required to report to the OHS on a yearly basis for the Program Information Report (PIR) and any other requirements as set forth by the OHS for the purpose of monitoring.

Selection Criteria

Q: Will decisions be made solely on the basis of proposals submitted, or will OHS also consider context and other factors and do due diligence about the capacity of the submitting organizations actually to implement what they are proposing?

A: *“Results of the competitive objective review are taken into consideration by ACF in the selection of projects for funding; however, objective review scores and rankings are not binding. Scores and rankings are only one element used in the award decision-making process.”* For additional information refer to pages 41 – 42 of the FOA.

Q: What criteria “other than points” will be used to make determinations?

A: In addition to scores and rankings, ACF’s priority is to fund:

- Applications that propose to partner with local child care providers and provide comprehensive services to eligible infants and toddlers through the EHS – CC Partnerships.
- Applicants that propose to provide at least 50% of their slots through an EHS – CC partnership.
- Applicants that propose to serve children in zip codes with high or concentrated poverty.
- Applicants proposing to serve substantial number of children residing in a federal designated Promise Zone.
- Applicants that can show evidence of broad impact through changes in state policies, including licensing that supports higher quality infant and toddler care and reduces the likelihood of families losing subsidies by partnering with businesses, foundations or non-profits to leverage funds or by partnering with higher education to produce highly qualified infant and toddler workforce.

For additional details please refer to pages 41 – 43 of the FOA.

Q: Will points be awarded on an all or nothing basis or are partial points given?

A: Applications will be reviewed and evaluated by objective review panels using only the criteria described in Section V.1.- Criteria of the FOA. Each panel is composed of experts with knowledge and experience in the area under review. Generally, review panels include three reviewers and one chairperson. Points will be allocated based on the extent to which the application proposal addresses each of the criteria listed. So NO, it’s not an all or nothing.

For additional details, please refer to pages 38 – 43 of the FOA.

Q: Can one application include a variety of program options - for instance, one geographic area partnering with family childcare homes and another with center-based?

A: Yes, your design for providing services can include a variety of options and should reflect the needs of the children and families within the community and be based on the Community Needs Assessment. However, be sure to understand that the type of application that you submit will determine the programs options you can use. The OHS will be accepting the following three types of applications : 1) EHS-CC Partnerships, 2) Non-Partnerships Early Head Start Expansion or 3) a mix of both EHS-CC Partnerships and Expansion.

Partnerships

Q: Can an agreement between an existing EHS and a university wanting the EHS program to operate on its campus and provide X% of slots to student parents be considered a collaboration even if the EHS agency will be hiring/managing staff and program? Would the university have to be the agency that conducts day-to-day operations? What do partnerships HAVE to look like?

A: The partnership design/model that you propose should reflect the needs of the children and families within the community and be based on the Community Needs Assessment. In addition, your model, once implemented, must adhere to the Head Start Performance Standards. Remember that a partnership is one in which a minimum of 25% of the slots are receiving a child care subsidy. Depending on your model and the agreement between the organizations, either the EHS grantee or the University can provide daily services.

Q: What DEFINES a partnership?

A: Based on my interpretation, a partnership is a contractual relationship between a lead organization that takes on the fiscal sponsorship and monitoring of the grant (grantee) and some number of center-based and/or family child care providers. Page 8 of the FOA gives an indication of how the responsibilities for the grant can be split between the grantee and partner organizations. In addition, an EHS-CC Partnership is one in which at least 25% of the slots are receiving a child care subsidy, and by leveraging existing resources, an EHS grantee is partnering with a local child care provider and/or family child care provider to provide comprehensive quality services to infants and toddlers.

Q: As a for-profit provider, how do I find or establish a partnership?

A: Start NOW and talk with your local EHS or HS grantee about the need for an EHS-CC Partnership in your community. In addition, many state child care and family child care associations are actively involved in “matchmaking” for the partnerships and they should be contacted as well.

Zip Codes

Q's:

- I have a question about the California zip codes. Of the high-priority zip codes, about 43 do not have any population figures. How will this be corrected? What were the criteria for these zip codes that made them a priority?
- There are two zip codes in Oklahoma (73126 and 73148) that do not exist. They must be post offices because they do not show up on our zip code map. Should we notify OHS?

A: The zip code issue is one about which many states are concerned. A number of inaccuracies or omissions have already been identified. ACF is trying to be responsive and has already put out an amended version of the FOA with changes to the Appendix containing the zip codes. Please consult the new version for changes. We have been told to tell everyone to email the Office of Head Start and let them know if issues still remain.

Q's:

- If we are not in a high poverty zip code area, are we then only able to get up to 20 points in the first section?
- In order to get the points for serving high poverty zip codes, would you only serve those areas OR could you serve other high need areas in addition to the zip code areas?
- Why don't all states have high poverty zips listed?

A: The FOA states clearly that priority will be given to applicants that propose to serve children in zip codes with high or concentrated poverty *and* applicants proposing to serve substantial number of children residing in a federal designated Promise Zone. The Promise Zones are defined by the Department of Housing and Urban Development and are defined as follows: *“High poverty zip codes are those where at least 33 percent of residents live below the federal poverty level and in which at least 120 children younger than age five reside. Individuals who are enrolled in college are excluded from the poverty rate calculations. The data used to make this determination are from the U.S. Census Bureau’s 2008–2012 American Community Survey (ACS) 5-year estimates.”*

If you are not providing services in a high poverty zip or federally designated promise zone, you are not eligible to receive the additional 3 points under criteria V.6. Bonus Points.

For additional details and clarification please submit your questions ASAP to Shawna.Pinckney@acf.hhs.gov and/or to the link below where questions will be published and answered and periodically updated.

ECLKC website:

<https://eclkc.ohs.acf.hhs.gov/hslc/grants/ehs-ccp>

Service Areas

Q: Service area? Is there more flexibility in this application, or if an existing EHS program applies, is it its currently defined service area?

A: It is the responsibility of the applicant to define the service area. There are no defined service areas in the FOA.

Q: How do you define service area? Some HS programs have a lot of service areas. Are there one or more service areas?

A: It is up to the applicant to define the service area depending on where the need exists and where the applicant has the capacity to provide services.

Q: If your service area is County X and you are a rural county, can County X partner with child care in County A & B in order to reach the 72 slots suggested?

A: Yes, depending on the needs of the community and the capacity of the grantee and partners.

Q: Can a service area include multiple counties?

A: Yes.

Q: Is there a map of the service areas?

A: No, there is no map that defines services areas. It is up to the applicant to define and determine the service area.

Q: If we are applying for several service areas, can we propose different models for each area based on community need?

A: Yes, your design for providing services can include a variety of options and should reflect the needs of the children and families within the community and be based on the Community Needs Assessment. However, please note: the

type of application that you will be submitting determines the program options you can use. The OHS will be accepting... applications one of three ways: 1) EHS-CC Partnerships, 2) Non-Partnerships Early Head Start Expansion or 3) a mix of both EHS-CC Partnerships and Expansion.

Q: Would application be okay if more than one service area collaborates?

A: Yes

Family Child Care

Q: After reading the FOA, I didn't see any priority for FCC rather than center-based in the partnership. Is that right?

A: ACF's priority is to fund the following; however, there is no mention of priority of partnership with FCC vs. Child Care:

- Applications that propose to partner with local child care providers and provide comprehensive services to eligible infants and toddlers through the EHS – CC Partnerships.
- Applicants that propose to provide at least 50% of its slots through an EHS – CC partnership.
- Applicants that propose to serve children in zip codes with high or concentrated poverty.
- Applicants proposing to serve substantial number of children residing in a federal designated Promise Zone.
- Applicants that can show evidence of broad impact through changes in state policies, including licensing that supports higher quality infant and toddler care and reduces the likelihood of families losing subsidies by partnering with businesses, foundations or non-profits to leverage funds; or by partnering with higher education to produce highly qualified infant and toddler workforce.

Current EHS or HS Grantee

Q: We have an extremely large wait list for EHS services. So I am thinking in terms of a combination of EHS and partnerships. I realize the points are given for 100% partnership but we have a great EHS. We are one of only three EHS programs in my city. We have had EHS since its inception. I've also asked if an agency has a separate child care but is also an EHS grantee, would that be an allowable partnership or is that a conflict of interest? Parents in that child care receive CCS subsidies. I have not received an answer to that inquiry. If you can help with that, it would be appreciated.

A: Based on my experience, that would be an allowable partnership. Keep in mind that you must be able to meet the needs of the children and families in the community and provide quality comprehensive services according to the Head Start Performance Standards.

Q: We are a current EHS and HS grantee with an established Policy Council. We understand that the Policy Council must approve our application under the Early Head Start Expansion and EHS-CC Partnerships Grants program. We also understand that these are to be new grants with separate grant numbers. Given this, please clarify whether we are to establish a new and separate Policy Council for the new grant (if awarded), or whether representatives from the new sites will be included in the current Policy Council? Please also clarify whether a compliance issue under the new grant, after the initial 18-month period, could result in re-competition of our current HS and EHS grants?

A: The Policy Council for this new 5-year grant must be formed based on the existing Head Start Performance Standards and the policies of your agency. The Policy Council for this grant may include members of your existing Policy Council or new members. After the initial 18-month period, this grant is eligible for Designation Renewal (competition), if found to meet one of the 7 "triggers." Keep in mind that CLASS is not used for EHS. Each 5-year grant is treated as separate and independent of your other 5-year grants.

Q: May an applicant have an existing EHS grantee as a proposed partner?

A: Yes

Q: It was stated in some information regarding this grant that if a program is an existing EHS grantee, there would not be an 18-month time period before ACF assessment?

A: The 18-month time frame is for grants implementing an EHS-CC Partnership. If existing EHS grantees are awarded an EHS-CC Partnership grant, then they are eligible for the 18-month time frame.

Q: Could awards be added to an existing grant or will this generate a new grant only?

A: No, these grants will be new 5-year grants.

Q: Can a Head Start agency that also provides child care programs partner with itself? Or does the partner need to be an entirely different entity?

A: It depends on if in your model at least 25% of the slots are receiving a child care subsidy, and, by leveraging existing resources, an EHS grantee is partnering with a local child care provider and/or family child care provider to provide comprehensive quality services to infants and toddlers.

Q: How do existing Partnership EHS sites present their application for new funding? Do you refer to current operational elements or do you present as if your current EHS Partnership system does not exist?

A: It depends on your model and capacity for implementing the EHS-CC Partnership. It's up to the you to justify and describe your model. In some instances, it may be part of your existing systems. In some instances it may not. Also remember that while there is not a "past performance" section in this application, the FOA does ask about the applicant's experience delivering services. It strikes me that a successful prior experience implementing Partnerships would be looked on favorably. At the same time, the application would have to be clear about how the new money was creating new partnerships or serving more children.

Q: Would it be possible for an organization to be a delegate in one application but submit its own application?

A: Based on my interpretation, yes – an organization may be a delegate in one application and submit a separate application as a grantee. I would suggest that you submit the question to the Office of Head Start for additional clarification. For additional information also refer to page 12 of the FOA under Definitions:

"Entity (Agency) is the entity that will submit the grant application that, if selected for the award, will be the primary recipient of the grant. Information on eligible applicants is available in Section 111.1. Eligible Applicants."

Q: We are an EHS delegate and we want to partner, but our grantee doesn't want to. Can we apply for funds as a grantee?

A: Yes

Q: Can I consider my central office as the grantee and child care centers that my organization operates as partners?

A: Yes. It is up to you to be able to describe your model and why it will work to provide quality comprehensive services for infants and toddlers in the community.

Q: Is EHS expansion strictly for current EHS programs or can HS programs apply for this EHS expansion part w/o already having the EHS?

A: Yes, if you are an eligible entity, you can submit a proposal for a Non-Partnerships Early Head Start Expansion.

Teacher Credentials

Q: #4.1 of Organization Infrastructure & Mgmt Systems appears to say that ALL teachers must have a CDA (or state certificate (AND have been trained in ECE with infant/toddler focus. Does that mean that teachers with AA or BS degrees MUST also have a CDA?

A: Please submit your questions ASAP to Shawna.Pinckney@acf.hhs.gov and/or to the link below where questions will be published and answered and periodically updated. Visit the ECLKC website at <https://eclkc.ohs.acf.hhs.gov/hslc/grants/ehs-ccp>

Budget and Funding

Q: Is the non-federal share newly generated money?

A: Please see page 32 of the FOA for additional details. Based on my interpretation, non-federal share is for services or resources that the grantee would have otherwise had to pay for using grant funds. For example, if a grantee has been approved to use federal funds to pay for a new stove to provide nutritional food for the children and instead the grantee receives a donation to pay for the cost of the stove, then the donation may be counted as non-federal share.

Q: Can an enrolled child have EHS funds for a regular 6-hour school day and be funded with CC funds for "Extended Day" hours? And if so, would this count as part of the requirement to utilize CC funding?

A: Yes – based on my interpretation this is allowable in order to meet the needs of the children and families. I would recommend that you please submit your questions ASAP to Shawna.Pinckney@acf.hhs.gov and/or to the link below where questions will be published and answered and periodically updated.

Visit the ECLKC website at <https://eclkc.ohs.acf.hhs.gov/hslc/grants/ehs-ccp>

Q: Do we know for sure at this point that they will fund off the unfunded list next year, or do a new competition?

A: ACF has made no indication that it will fund off the “unfunded list” next year. Page 42 of the FOA states that *“Applications recommended for approval that were not funded under the competition because of the lack of available funds may be held over by ACF and reconsidered in a subsequent review cycle if a future competition under the program area is planned.”* My recommendation would be not to wait until next year to apply for this funding in case ACF does in fact decide to fund down the list. This has not been my experience but I would not risk it.

Q: Are those amounts available per year or total (over the five-year period)? For example, does Kentucky have \$7 million available total? Or is that \$7 million over five years? Let me rephrase this question: Does Kentucky have \$7,106,102 available TOTAL, or does it have \$35,530,510 available (\$7,106,102 per year for five years)?

A: The amounts listed in the FOA are for a 12-month budget period for a total of 59 months (5 years). For example, the state allocation for Kentucky of \$7,106,102 is for a 12-month budget period, which would equal approximately \$35,530,510 for approximately 59 months.

Q: Is the funding available in Michigan?

A: The state allocation for Michigan is \$13,908,330.

Q: Could the partnership be between an Early Head Start and families programs serving families utilizing CC dollars?

A: Yes. Based on my interpretation, a partnership is an EHS-CC Partnership if at least 25% of the slots are receiving a child care subsidy, and by leveraging existing resources, an EHS grantee is partnering with a local child care provider and/or family child care provider to provide comprehensive quality services to infants and toddlers.

Q: On the budget, will programs get more points if they ask for LESS money per child?

A: No, but applicants must ensure that the budget and the program description are aligned and that they can meet the Head Start Performance Standards within the 18-month time frame allowed.

Q: Page 6 - *“ACF expects these grantees to direct a significant portion of funding to their child care partners.”* Is 70% a reasonable percentage to meet this requirement? - Scott Gifford, Matrix Human Services, Detroit

A: It depends on your model and whether the amount directed to the partners will allow for high quality comprehensive services for infants and toddlers and adhere to the Head Start Performance Standards. In addition, keep in mind that the grantee is responsible for monitoring and training and technical assistance, so budget appropriately.

Q: So if we are saying that 25% of the children are children with subsidies, are we saying that we can charge a nominal fee for the other 75%?

A: It depends on your model. Keep in mind that you CANNOT charge families for receiving EHS services.

Q: It was my understanding that the county portion of the Child Care Funds was eligible to be used as match. Has this changed?

A: It depends on the policies and regulations of your county and state. The guidance on the federal match states that, *“Match received from Federal sources is not allowable unless there is specific statutory language allowing this use of Federal funds. There are very few sources which have been determined to be allowable.”* If the child care funds of your county do not have a federal origin (county tax dollars), they may allowable in the match. I would read the guidance carefully on this point: <http://eclkc.ohs.acf.hhs.gov/hslc/tta-system/operations/fiscal/financial-mgmt/budgets/Non-Federal%20Share.htm>

Q: Can the 20% non-federal match consist of in-kind allocations?

A: Please see page 32 of the FOA for additional details. Based on my interpretation, non-federal share is for services or resources that the grantee would otherwise have had to pay for using grant funds. For example, if a grantee has been approved to use federal funds to pay for a new stove to provide nutritional food for the children and instead the grantee receives a donation to pay for the cost of the stove, then the donation may be counted as non-federal share.

Q: Do the subsidies for child care count as non-federal match?

A: No

Q: With regard to losing the subsidy, if a provider is getting \$40 a week for a child, if the subsidy is lost, must we be prepared to pay the \$40 a week for the duration of the child's stay in the program?

"Children will continue to be served if subsidy is lost." Does this mean that we are to build child care fees into the budget to pay for these children to stay in child care? Or does it mean EHS services must be provided if the family no longer receives subsidy and, therefore, loses child care?

A: Your budget must demonstrate how you plan to continue to ensure that the child remains in the program receiving comprehensive services if the child loses his/her subsidy.

Q: Can grant funds be used to provide salary to the provider?

A: Yes.

Q: How are we to continue EHS services if subsidy and child care are lost when home-based services are not part of the expansion? Or if we don't have an opening in our currently operating EHS program?

A: It's up to the applicant to determine how to do this. You must be able to provide continuous quality comprehensive care if the child loses his/her subsidy.

Who Can Be Served?

Q: We already serve children in a combination of EHS and child care. These families take up most of our "over-income" slots and in families who have incomes from 100 to 130% of poverty level. In the section Eligible Program participants, am I reading correctly on page 10 that we will not be able to serve families in this expansion who have income between 100 and 130% income?

A: That is correct. ACF states clearly that it does not regard the provision of serving up to 35% of a program's enrollment from families within the incomes between 100 -130 % of poverty as applying to this FOA. See page 10 of the FOA.

Q: Can services be provided on legal holidays?

A: Services should be provided according to the needs of the families in your program. This could mean holidays and/or weekends.

Q: "Ensure at least 25% subsidized children." Does this mean that it is expected that the other 75% of the children will have family income at poverty level or below but not be on subsidy? How does that come about? Why would they not have subsidy?

A: According to the FOA, "All participating families must either be below the poverty line or receiving public assistance to be income-eligible or categorically eligible for Early Head Start" (pages 9 -10). Children and Families participating in Early Head Start are traditionally low income families below the federal poverty line. Not all families participating in EHS are eligible for child care subsidies. The 25% is a minimum number of children - depending on your capacity and the needs in your community, your design could serve a greater percentage of children receiving a child care subsidy.

Q: Can you clarify the ages to be served? I saw in the FOA that it was birth to 48 months although EHS is up to 3. Can you clarify?

A: For the purposes of this FOA ONLY, children receiving services through an EHS-CC Partnerships grant can be served in Family Child Care from birth to 48 months. Children in center-based settings can be served from birth to 36 months. Applicants applying for the Non-Partnerships Early Head Start Expansion must adhere to the "normal" age requirements for EHS which includes pregnant women and their babies up to 36 months in a center-based, FCC, home-based setting or a mix of any of the options.

Q: Is the requirement that at least 10% of enrollments must be children with a disability within just this expansion, or - since we already have EHS programming - across our whole program, should we receive this funding?

A: Because this is an individual 5-year grant, separate from your existing grants, the 10% requirement is for each of your EHS grants.

Q: If an EHS program opens a new child care center in a new location, but through its 501c3, is that counted as EHS or CC partner?

A: It depends on the funding source that you are using to provide services.

Q: Can we serve pregnant women and homeless families?

A: For the purposes of this FOA ONLY, pregnant women are not eligible for services through the EHS-CC Partnerships. Homeless families are eligible for services through the EHS-CC Partnerships model. Both pregnant women and homeless families are eligible through the Non-Partnerships Early Head Start Expansion.

Q: If our program provides Head Start in counties that are not geographically near each other and we want to apply in both those counties using the best model for that area, would we submit two separate grants?

A: Based on my experience, if you define the geographic areas individually, then you could submit two separate grants.

Q: If all the children in a room at a partner's center are EHS-eligible, are you suggesting that we would not be able to enroll all of those children (group size of 8) in EHS?

A: You must adhere to the ratios as required by the Early Head Start Performance Standards. In addition, you must ensure that you have enough indoor and outdoor space as required by the Head Start performance Standards.

Implications for Child Care

Q: What are the standards that child care partners are going to have to meet by the end of the 18-month period? Or where can we access them? Does the child care partner need to meet all EHS/HS regulations, such as physical plant, etc?

A: Child care partners must meet the ratios and health and safety requirements immediately. After the 18 months, child care partners are required to meet the Head Start Performance Standards for the following areas of service:

1. ERSEA (Eligibility, Recruitment, Selection, Enrollment, Attendance)
2. Comprehensive early childhood educational and development services

3. Family partnerships
4. Community partnerships
5. Administrative and financial management
6. Transportation
7. Facilities

You can find additional information on the Head Start performance Standards at ECLKC website at <https://eclkc.ohs.acf.hhs.gov/hslc/grants/ehs-ccp>

State Applicant

Q: How can you imagine a state application approaching the organizational/management section? Would you have a state org/dept as the grantee, then say local CCR&Rs or other comprehensive org as sub-grantees, and then "partners" i.e., child care providers?

A: Yes.

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