



FY 2022-2023 TARGETED FUNDING GRANT APPLICATION

PARTNERSHIP

County First Steps

BOARD CHAIR:

EMAIL:

EXECUTIVE DIRECTOR:

EMAIL:

MAILING ADDRESS:

PHONE:

APPLICATION DEADLINE

MONDAY, MAY 9, 2022 5:00 PM

Email this completed application cover sheet and ALL required documents to your assigned program officer.

As the authorized representatives of the lead applicant, we certify that, to the best of our knowledge, all information contained herein is an accurate portrayal of the proposed project and the roles and responsibilities of the project's associated partners

Executive Director Signature

Name:

Email:

Board Chair Signature

Name:

Email:

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CERTIFICATION

I certify that the _____ County First Steps Partnership Board met on _____ (date) and voted to approve the enclosed funding application.

Executive Director Name (type first and last name to serve as an electronic signature)

SECTION 1: INTRODUCTION

OVERVIEW

South Carolina First Steps is pleased to offer the enclosed Targeted Grant opportunities to eligible First Steps Local Partnerships for the FY 2022-2023 fiscal year, funded by federal Preschool Development Grant and AmeriCorps funding. "Eligible" Local Partnerships are partnerships that do not have any active or unresolved Corrective Action Plans.

Within this one grant application there are several funding opportunities, or sections (see Table of Contents). This funding is considered "targeted" because each of the funding opportunities contained in this application package supports a specific program or initiative. Information on partnership eligibility and expectations for receiving funding are included within each application section. Local First Steps partnerships may apply for one, some, or all of the funding opportunities their partnership is eligible for, as determined by their partnership board.

It is the intent of South Carolina First Steps to award funding to all eligible Local Partnerships that submit complete requests and agree to the funding opportunity's terms and conditions. In the event that more Local Partnerships apply for a particular opportunity than there is available funding or capacity, the selection criteria described within each application section will be used to prioritize awards.

There is no limit as to how many Targeted Grant awards a local partnership may receive for FY 2022-2023. Each Targeted Grant award will be signed and attached to the local partnership's FY 2022-2023 Grant Agreement, with an effective period from **July 1, 2022 through June 30, 2023**.

Please review the following Fiscal and Reporting guidelines, which apply to all funding within this application package.

FISCAL GUIDELINES FOR FY 2022-2023 TARGETED GRANT FUNDING

General

- Targeted Grant funding may be included in the Local Partnership's FY 2022-2023 Budget Spending Plan that is submitted with their Formula Grant Application, IF the Partnership is applying for renewal funding (i.e., the Partnership received the grant in FY 2021-2022). Once Targeted Grant awards are approved by the state board, Local Partnerships will then make necessary changes to their Budget Spending Plan and submit the revised BSP to their Program Officer for approval. Once approved, the Program Officer submits the revised BSP to the SC First Steps Finance Office. Partnerships applying for a new Targeted Grant should not include those funds in their BSP until after awards are made.
- Each grant opportunity section includes information on how grant funds may be used.
- Local Partnerships may choose to apply jointly for Targeted Grant funding, but one Local Partnership must be named as the lead applicant. The lead Partnership should be the one to submit the funding request. Each grant section includes an "Additional Information" text box, where applicants can list the collaborating Partnerships, their roles within the project, and the amount of funding per Partnership if applicable.
- Targeted Grant funds must be used to **supplement, not supplant**, existing funding from state and other sources.
- Funding awarded from this grant application is expected to be 100% federal funding. Therefore, this funding will not count towards local partnership restrictions on expenditures for administration, core functions, or evidence-based programs.

- All funding awarded from this grant application may be applied towards meeting the local partnership's match requirement.

Spending Grant Funding, Carryforward Guidelines

- As a condition of receiving funding, Local Partnerships must commit to budgeting and expending grant funds in a timely manner and for eligible activities using the correct Fund, Program, and Project Code as applicable. Coding guidelines and eligible uses of grant funding will be outlined within the grant award document.
- It is the expectation that all Targeted Grant funding to Local Partnerships be expended by the end of the grant period (June 30, 2023). Timely and accurate expenditures of grant funds help SC First Steps assure its funders that their investment is being deployed efficiently and effectively. Local Partnerships that have spent less than 85% of their Targeted Grant award by the end of the fiscal year will have any subsequent funding award reduced by the amount of excess carryforward. This policy will be in effect for this targeted funding opportunity; therefore, excess carryforward (>15%) within existing targeted grant awards from FY 2021-2022 will be deducted from funding for the same activity, if awarded, for FY 2022-2023 unless the Local Partnership can ensure that the excess carryforward funds are needed to complete the project and will be spent by June 30, 2023. This policy will enable SC First Steps to direct needed funding to as many Local Partnerships as possible.
- Year-end balances of FY 2021-2022 Targeted Grant funding will be assessed based on completed transactions in Financial Edge through **July 15, 2022**.
- Note that FY 2022-2023 is expected to be the final year of Preschool Development Grant funding. Therefore, Local Partnerships need to plan to spend ALL Preschool Development Grant funding, including carry-forward funding from past fiscal years, **by June 30, 2023 or risk recapture of those funds by SC First Steps.**

Shared Costs/Cost Allocation

When allocating Targeted Grant funds into their Budget Spending Plan upon award, Local Partnerships may include a reasonable allocation of grant funds toward shared costs (Personnel and Operations), taking into account:

- Size of the program
- Expansion vs. New programs
- Duration of the proposed program
- Other programs offered by the partnership
- Administrative costs charged to Targeted Funding must be described in detail.

Reallocation approvals will consider the cost per client for similar programs and the overall cost-benefit of the project to children, families, providers, and the community.

Personnel Costs

- Targeted Grant funds may be used to fund new program staff positions or increase the hours worked per week or scope of work (up to 40, w/o overtime) of existing staff.
- Targeted Grant funds may not be used to increase the compensation rates of EDs and/or supervisory staff outside the funded program. Such compensation increases must be paid for with other funding.

REPORTING GUIDELINES FOR FY 2022-2023 TARGETED GRANT FUNDING

- Timely and accurate reporting is needed for targeted grant funding, in order for SC First Steps to submit required program reports to its funders. Therefore:
 - * Submit timely, complete, and accurate data in the First Steps Data Collection system, as applicable; and
 - * Provide program data as requested, using templates provided by SC First Steps as applicable.
- SC First Steps will submit all required program and expenditure reports for the Preschool Development Grant (PDG) and AmeriCorps to the appropriate funder:
 - * PDG: quarterly reports due October 5 (July 1-Sept. 30), January 5 (Oct. 1 - Dec. 31), May 5 (Jan. 1 - April 29), July 5 (April 30 - June 30)
 - * AmeriCorps: progress reports due each fall and spring, year-end report due in October

SECTION 2: AMERICORPS

Introduction First Steps Local Partnerships have the opportunity to express their interest in continuing their participation as an AmeriCorps Site, or express their interest in becoming an AmeriCorps Site, for FY 2022-2023 by completing this section.

Eligibility All Local Partnerships interested in recruiting an AmeriCorps Member(s) to support service delivery to families.

Selection

1. Local Partnerships that are continuing AmeriCorps sites will request the number of service positions and service hours of interest. These continuing sites will be prioritized for selection, regardless if a Member was recruited in FY 2021-2022 or not.
2. Continuing AmeriCorps sites may request changes in terms of the number of Members, Member role(s), and Member service hours. Fulfilling AmeriCorps change requests to existing AmeriCorps sites will take priority prior to the review of newly-interested Local Partnerships.
3. Remaining service positions will be provided to Local Partnerships who are interested in becoming a NEW AmeriCorps site. New sites will be selected based on the availability of the desired role. If more Local Partnerships are interested than there are available service positions, then program staff will move through the following options, in the order listed, as required by the submissions:

- (1) appeal to the SC AmeriCorps Commission to add Member slots for SC First Steps
- (2) request a conversion of service hours to accommodate the request
- (3) prioritize placement within priority counties as defined by the SC AmeriCorps Commission:

High Need: Allendale (Promise Zone), Bamberg (Promise Zone), Cherokee

Significant Need: Colleton (Promise Zone), Barnwell (Promise Zone), Hampton (Promise Zone), Jasper (Promise Zone), Florence, Chester, Darlington, Dillon, Marlboro, Marion

Need: Abbeville, Clarendon, Aiken, Chesterfield, Edgefield, McCormick, Oconee, Union

Description of AmeriCorps Roles and Available Funding

Parent Educator Role: AmeriCorps Members provide the National HIPPY Network (NHN) curriculum to prioritized First Steps 4K families and local families with four-year-olds who are not receiving any preschool services.

Funding: AmeriCorps Sites will receive \$7,000 per Parent Educator to budget for Member professional development/training, incentives, mileage, and Site Supervisor support costs. NOTE: existing AmeriCorps programs with Parent Educator Members are subject to the grant carryforward provisions described in Section 1: Fiscal Guidelines.

Family and Community Engagement Role: AmeriCorps Member activities should include outreach for the Local Partnership (service site) and support for client-level engagement, referral, and follow-up. Service functions for this role align with Local Partnership Core Function guidance, which includes program promotion, family follow-ups, resource development, and operating group connections. The Family and Community Engagement role provides the ability to undertake new initiatives when staff capacity is a concern, although, there is no guarantee for recruiting or retaining an AmeriCorps Member.

Funding: Please go to the Enhanced Core Functions Pilot: Family Café section to apply for funding to support the Family and Community Engagement member outlined in your narrative for the Family Café model.

Please see **Appendix A: AmeriCorps and NHN** for information on AmeriCorps or the National HIPPY Network.

Please see **Appendix B** to see the **Enhanced Core Functions Pilot Information: Family Cafés** logic model.

AMERICORPS APPLICATION

Directions: Please complete all questions below. For NHN (HIPPY) applicants responding to questions 7 on Member activities, it is acceptable to write "HIPPY curriculum" in the section.

1. **Are you an existing AmeriCorps site?** ☐ YES ☐ NO

2. **Select the AmeriCorps Position(s) for your site for program year 2022-23:**

☐ Parent Educator (NHN_HIPPY) ☐ Family and Community Engagement

3. **If selected, how many Parent Educators?**

4. **If you selected Family and Community and Engagement, please indicate the number of Members and service hours you want them to serve [check all that apply]:**

<input type="checkbox"/> 35 hours per week (1200 hours of service)	Number of Members: _____
<input type="checkbox"/> 25 hours per week (900 hours of service)	Number of Members: _____
<input type="checkbox"/> 20 hours per week (675 hours of service)	Number of Members: _____
<input type="checkbox"/> 15 hours per week (450 hours of service)	Number of Members: _____

5. **Are you applying for the Enhanced Core Functions Pilot: Family Cafés funding to support your proposed Family and Community Engagement Member(s)?**

☐ YES ☐ NO

6. **AmeriCorps Member Service Activities:** For each requested Member, describe the service activities that the Local Partnership would like for the Member to complete, outlining the type of training and professional development that will be provided to the AmeriCorps Member(s) by the Local Partnership.

7. **AmeriCorps Member Recruitment and Retention Plan:** Communicate how the Local Partnership will recruit and retain their AmeriCorps Member(s). Please include how the Program Staff at the state office can help you with this endeavor.

8. AmeriCorps Member Supervision Plan: Outline who will be the AmeriCorps Member(s) Site Supervisor.

Site Supervisor Name	Role at Local Partnership	Email Address	Phone Number	AmeriCorps Role the individual will be Supervising (Parent Educator or Engagement)	Supervisory Experience (not required): Y/N

(Optional) Include below any additional information needed by SC First Steps to understand your funding request. If this is a multi-partnership collaboration, please describe below.

Conditions of Being an AmeriCorps Site

Local Partnerships must agree to abide by the terms and conditions outlined in the AmeriCorps Site Agreement and Member Handbook.

On behalf of County First Steps I agree, if selected to be an AmeriCorps site, to abide by these conditions.

(type first and last name to serve as an electronic signature)
Executive Director Name

SECTION 3: CORE FUNCTIONS

- 3A: Support for Needs Assessment, Strategic Planning, and System Collaboration
- 3B: Enhanced Core Functions Pilot: Family Cafés

3A: Support for Needs Assessment, Strategic Planning, and System Collaboration

Introduction

The three core functions of all Local First Steps Partnerships are: 1. Serve as a local portal connecting families with preschool children to services; 2. Serve as a community convener around the needs of preschool children in your county; and 3. Support state level school readiness priorities.

In 2019, Local First Steps Partnerships played an important role helping South Carolina complete a statewide birth-through-five needs assessment in which more than 4,600 parent, provider, and stakeholder voices were heard from every county. Part of South Carolina's Preschool Development Grant (PDG) work is to build on the initial needs assessment results, by using its findings as a basis for engaging communities in deeper conversations about the needs of families with young children and their perceptions of the availability and quality of services available to them.

Just as in 2019, Local Partnerships will play a critical role in ensuring that all stakeholder voices are heard. For FY 2022-2023, Local Partnerships will receive \$1,000 in funding to support the following core function activities on behalf of the state's birth-through-five needs assessment:

Telephone Interviews and Focus Groups:

- As needed, assist in identifying underrepresented parents/caregivers to participate in telephone interviews or focus groups (online or in person) during Summer 2022.

Stakeholder Meetings:

- Assist in identifying and securing community sites to hold in-person meetings to highlight the results of the PDG Parent/Caregiver Surveys and Interviews and determine action steps (Fall and Winter 2022)
- Disseminate information about stakeholder meetings to community organizations and others within the area/region to encourage participation in the stakeholder meetings
- Work with Needs Assessment Collaborative to capture attendance information from stakeholder meetings and determine if additional voices are needed to best reflect needs and actions that would best serve parents and caregivers in the community and region

In addition to facilitating stakeholder input for the state's birth-through-five needs assessment, Local Partnerships may also allocate Core Functions targeted funding to support their role in aligning and improving the local early childhood system, including but not limited to:

- Support the development of the local partnership's upcoming needs and resources assessment, due December 31, 2022
- Local partnership's Comprehensive Plan objectives that involve collective action
- Strategies of South Carolina First Steps' Strategic Plan, Every Child Ready: https://issuu.com/scfirststeps1/docs/strategic_plan_2020-2025?mode=window
- Strategies of South Carolina's Birth through Five Plan: <https://earlychildhoodsc.org/what-we-do/strategic-plan-needs-assessment/>
- Needs identified within the PDG Needs Assessment: https://drive.google.com/file/d/1UWI5_8ECBtShORbUZHpfKjZqkAOwWqiF/view

Eligibility and Selection

There is sufficient available funding to award all 46 Local Partnerships \$1,000.00 to support the above activities for FY 2022-2023. NOTE: Local Partnerships with unspent PDG funding for needs assessment or comprehensive plan activities as of June 30, 2022 are subject to the grant carryforward provisions described in Section 1: Fiscal Guidelines.

Funding Uses and Financial Requirements

Funding may be used within the Local Partnership's Core Functions (Program Code 180) for activities related to performing the above activities. Examples of eligible funding uses include but are not limited to local advertising/promotion of surveys; meetings/focus groups; travel to meetings/focus groups; participant incentives; consultant services; training and professional development; and Local Partnership staff time. These funds cannot be used for food. Refer to Section 1: Fiscal Guidelines of this document for more information.

Benefits of Grant Award

Participating Local Partnerships will receive:

- Parent/caregiver survey results for their county
- Parent/caregiver focus group results for their county
- Access to all published reports of the PDG needs assessment team

Conditions of Receiving Funds

As a condition of receiving funding, County First Steps agrees to perform the Survey Distribution, Interviews, and Meeting/Focus Group Participation activities listed above, by the deadlines to be determined by the PDG needs assessment team and SC First Steps.

(type first and last name to serve as an electronic signature)

Executive Director Name

(Optional) Include below any additional information needed by SC First Steps to understand your funding request. If this is a multi-partnership collaboration, please describe below.

3B: Enhanced Core Functions Pilot: Family Cafés

Introduction

Local First Steps partnerships will have the opportunity to express interest in participating in the pilot for Enhanced Core Functions for the purpose of receiving additional support for successful implementation of Core Functions in their county. South Carolina First Steps will fund up to six (6) partnerships that are interested in participating in the Family Café as an opportunity to extend services in and document efforts to mobilize communities to families while collaborating with community leaders, businesses, faith-based organizations, civic organizations, elected officials /government agencies, health care entities, school personnel and other early childhood agencies and organizations. Local Partnerships will focus their efforts on providing enhanced core services to support families and their young children to enable children to reach school healthy and ready to succeed by doing the following:

- Being a community convener around the needs of preschool children and their families
- Serving as a local portal connecting families of preschool children to community-based services they may need or desire to ensure the school readiness of their children and
- Supporting the state-level school readiness priorities as determined by the State Board.

This goal can be accomplished by utilization of the Family/Community Café Model. According to Be Strong Families, “Family Cafés are physically and emotionally safe spaces where parents and caregivers talk about the challenges and victories of raising a family”. Through individual deep self-reflection and peer-to-peer learning, participants explore their strengths, learn about the Protective Factors, and create strategies from their own wisdom and experiences to help strengthen their families.

Cafés are structured discussion groups that use the principles of adult learning and family support. They are highly sustainable with training reinforcement, institutional support, and a commitment to an approach that engages and affirms parents as leaders. Participants leave Family Cafés feeling inspired, energized, and excited to put into practice what they’ve learned. The foundation of the Family Café is created through the utilization of Protective Factors. Protective Factors are defined as characteristics associated with a lower likelihood of negative outcomes or that reduce a risk factor's impact. Protective factors may be seen as positive countering events and have been known to reduce incidences of child abuse and neglect.

Family Café in a Box Protective Factors are:

- Resilience: Parent Resilience
- Relationships: Positive Social Connections
- Support: Concrete Support in Times of Need
- Knowledge: Knowledge of Parenting and Child Development
- Communication: Social and Emotional Competence

Eligibility Selection

- Current First Steps AmeriCorps sites interested in returning to the First Steps AmeriCorps portfolio of counties are eligible to apply. **Applicants must also complete the AmeriCorps section of the Targeted Grant application to request one or more Family and Community Engagement members.** A 450-hour service slot (15 hours per week) would be appropriate for those who are seeking to recruit an AmeriCorps member to conduct the Family Café model.

- Priority will be given to local partnerships that have experienced challenges in implementing Core Functions, as evidenced by having two or more Core Function Areas of Improvement as evaluated on the Continuous Quality Improvement Rubric (page 3) of the Formula Funding application within the past two years.

Funding Uses and Financial Requirements

Local Partnerships will be granted \$12,000.00 in federal PDG funds for implementation of this pilot for FY 2022-2023. Enhanced Core Functions funds can be utilized to purchase program and curriculum materials, facilitator stipends, childcare, monthly participant incentives, training and room rental. Because PDG funding cannot pay for food, additional state private funding may be used to supplement grant awards.

Required Number of Sessions/Participants

Implementation of the Family Café Model requires a minimum of 10 families per cohort to consistently (75% participation of sessions) participate in the program. Two cohorts per year are required for a total of 20 families. The required number of sessions is 7 per cohort.

Benefits of Grant Award

Participating Local Partnerships will receive:

- Additional funding to support families who need additional services and resources
- Additional opportunities to formalize community collaborations with the Local Partnership
- A platform to present lessons learned through experience and implementation of the project
- An opportunity to utilize the Family Café model to survey families and individuals for the partnership's upcoming Needs and Resources Assessment
- Form a cadre of potential parent leaders to become involved in the local partnership board, Early Childhood Advisory Council and Family Voice Council
- Possibility to submit evaluation results to a larger body of evaluators

Conditions of Receiving Funds

As a condition of receiving funding, the Local Partnership agrees to:

- Commit to recruiting a minimum of 10 families (per cohort) who are parents and caregivers to children ages 0 to 5 years old
- Commit to completing two cohorts for the year. Each cohort should complete a minimum of seven sessions. Successful program participant completion is defined as 75% participation in program sessions
- Sessions should be at least one hour each
- Commit to completing the necessary training to implement the Family Café model with fidelity
- Implement the Family Café with fidelity and utilize the requirements for Core Functions

- Include community advocates who can provide support services, resources and information at every session. Community Advocates should attend each session for the purpose of sharing information and community resources with program participants. Partnerships will maintain a list of community advocates who attended and the type of resources that have been provided to program participants.
- Commit to maintaining attendance records and sign-in sheets
- Commit to serving families having at least two of the South Carolina First Steps approved risk factors
- Commit to providing child care to program participants
- Commit to using the provided evaluation tool and sharing results as well as sharing lessons learned through participation in the pilot
- Commit to seven sessions per cohort of participants
- Report on program outcomes, implementation successes and challenges, and the level of resources needed (money, staffing, etc.) for successful implementation
- Quarterly meetings with South Carolina First Steps for support and debriefing on the project

Enhanced Core Functions Pilot Application Requirements

Please share your past experiences, successes and challenges with implementing Core Functions in your local community within the last two years.

Please provide plan of recruitment for families and implementation plans for participating in the Family Café.

Please provide possible barriers and challenges to implementation of the Family Café.

Include a Sample Budget

Item	Amount	Quantity	Total
Total			

EXAMPLE OF SAMPLE BUDGET

Item	Amount	Quantity	Total
Facilitator Stipend (can be increased according to the budget)	\$150.00	Max. 14 Sessions	\$2,100.00
Child care for 10 families (can be increased according to the budget)	\$150.00	Max. 14 Sessions	\$ 2,100.00
Room Rental	\$200.00	Max. 14 Sessions	\$ 2,800.00
Monthly Participant Incentives (gift cards)	\$25.00	25.00 x10x14 sessions	\$3,500.00
Supplies for Café	\$1,500.00		\$1,400.00
Curriculum Materials for Vitality Café in a Box	\$30.00		\$100.00
Total			\$12,000.00

SECTION 4: PARENTING PROGRAMS

- 4A: Parenting Program Expansion Grant Year 3 Funding (for existing grantees only)
- 4B: Parents as Teachers Affiliate Support Funds
- 4C: Parents as Teachers: Continue/Join Supporting Care Providers through Visits (SCPV) Pilot

4A PARENTING PROGRAM EXPANSION GRANT YEAR 3 FUNDING

Introduction

As a result of Preschool Development Grant funds, South Carolina First Steps is pleased to be able to provide Year 3 funding to First Steps Local Partnerships that were awarded a Parenting Program Expansion Grant as part of SC First Steps' Family Services Expansion Grant competition in FY 2020-2021 to establish or expand high-intensity, evidence-based parenting programs.

AWARD TYPE AND PURPOSE	FY 2022-2023 AMOUNT (PER LOCAL PARTNERSHIP)	# OF AVAILABLE AWARDS	ELIGIBLE USES FOR FUNDS
Parenting Program Expansion Renewal Award For creation or expansion of evidence-based parenting programs Performance Metric: Statewide goal = reach 440 new families. Local Partnerships will be asked to continue serving a min. of 20 new families per year if applying for a home visiting program and 40 new families per year if applying for a group parenting program.	Up to original award amount from FY 2020-2021	Up to 9 renewal awards	<ul style="list-style-type: none">• hire staff for program model implementation• program or administrative materials to accommodate for increase in projected number to serve• contract services for better program delivery• fund community partnership collaborations

Eligibility and Selection

Local Partnerships that received Parenting Program Expansion Grant funding as a result of the FY 2020-2021 Family Services Expansion Grant are eligible for continuing Year 3 funding up to the amount of their Year 1 (FY 2020-2021) grant award.

Continuing Funding

Local Partnerships awarded a Parenting Program Expansion Renewal Grant are eligible for one additional year of funding in FY 2022-2023, contingent upon:

- The Local Partnership's compliance with grant requirements and program performance
- The availability of Preschool Development Grant funding to SC First Steps in FY 2022-2023

Funding Uses and Financial Requirements

Refer to Section 1: Fiscal Guidelines for general information.

The Partnership agrees to enroll and/or maintain the increased number of vulnerable families
(# of families) with children ages 0-5 served by (program name)

Eligible uses of grant funding are included above. If approved for Year 3 funding, the Local Partnership will use the budget approved from the previous Parenting Program Expansion grant budget to add this funding to its Budget Spending Plan. Any expenditures not detailed in the approved budget will require prior approval from SC First Steps.

Local Partnerships with unspent Parenting Expansion Grant funding as of June 30, 2022 are subject to the grant carryforward provisions described in Section 1: Fiscal Guidelines.

Benefits of Grant Award

Local Partnerships will receive:

- Program model implementation support
- Networking opportunities
- Data review and feedback

Minimum General Requirements

Requirements listed below will determine a Local Partnership's continued eligibility to apply for Parenting Program Expansion Renewal funding awards:

1. Applicants must demonstrate that programs are currently meeting program requirements as evidenced by a First Steps Data Collection system review on a quarterly basis. If desired expansion program does not have data in the First Steps Data Collection system, evidence of meeting program requirements must be submitted annually or as requested (Triple P and Nurse Family Partnership models, specifically).
2. Applicants must demonstrate requirements outlined for the FY 2020-2021 Parenting Program Expansion Award have been met:
 - a. Hiring of one full time home visitor (or increasing staff levels by the equivalent of one FTE) with the capacity to serve a minimum of **20 additional families per year if a home visiting model, or 40 families per year if a group parenting model.**
 - b. Initiation of outreach and recruitment activities to reach the program's projected number of families served.
3. Local Partnerships must demonstrate good standing and organizational capacity with limited outstanding compliance issues.

Conditions of Receiving Funds

Amount of Parenting Program Expansion Grant funding requested by
County First Steps for FY 2021-2022 (cannot exceed current year's amount): \$

As a condition of receiving Parenting Program Expansion Grant renewal funding, the Local Partnership agrees to:

- Home Visitor staff providing services within its funded programs are expected to participate in the Institute for the Advancement of Family Support Professionals Career Compass web-based professional development specific to home visiting core competencies.

- Document measurable outcomes and grant expenses on a quarterly basis for PDG reporting, using report templates and adhering to report deadlines as requested by SC First Steps. Such reporting will be requested no later than two weeks before the end of the quarter and will be due by the 5th of the following month.
- Implement the funded parenting program(s) in accordance with the SC First Steps FY23 Program and Operational Guidelines including all data entry requirements and deadlines.
- Please consider lowering your Partnership's amount requested if the Projected to Serve was not met in FY21- FY22 and/or your Partnership had sufficient obstacles in implementing the grant requirements. SC First Steps may reduce funding amounts for FY22-FY23 if projected to serve was not met and/or Partnership did not comply with grant requirements.

County First Steps agrees to perform the activities listed above as a condition of receiving a Parenting Program Expansion Grant Award for FY 2022-2023.

(type first and last name to serve as an electronic signature)

Executive Director Name

Status of FY 2020-2021 Parenting Program Expansion Grant Activities

1. Has sufficient staff been hired to complete the scope of service? ☐ YES ☐ NO

Current Full Time Equivalent (FTE) of staff hired to complete scope of service:

Number of staff within the funded program that participated in Career Compass:

2. What was your projected number to serve for FY 2021-2022, with this funding?

Number of families served to date, due to grant funding:

3. Is data current in the First Steps Data Collection system? ☐ YES ☐ NO ☐ Not Applicable

4. What percentage of Parenting Expansion Grant funding for FY 2021-2022 has been spent (total grant expenses to date / grant award amount)? / = %

5. Please provide major activities and accomplishments based on performing the scope of service from the Parenting Program Expansion Grant for FY 2021-2022:

6. Please provide barriers and implementation challenges for performing the scope of service from the Parenting Program Expansion Grant for FY 2021-2022:

(Optional) Include below any additional information needed by SC First Steps to understand your funding request. If this is a multi-partnership collaboration, please describe below.

4B PARENTS AS TEACHERS AFFILIATE SUPPORT FUNDS

Introduction

In order to build capacity within Parents as Teachers (PAT) affiliates to engage in quality improvement and achieve/retain Blue Ribbon affiliate status, Local Partnerships will receive \$2,000 for each partnership-funded PAT affiliate in their county, as well as up to \$275 for each Parent Educator/Supervisor within partnership-funded PAT affiliates to assist with expenses related to annual PAT fees, including national affiliation and Parent Educator annual certification.

Eligibility and Selection

All Local Partnerships that intend to fund one or more PAT affiliates in FY 2022-2023 are eligible for funding. There is sufficient funding allocated for all eligible Local Partnerships to receive funding. This funding is eligible for all PAT affiliate, Parent Educator and Supervisor renewal costs, regardless of funding source.

Continuing Funding

There is expected to be funding available in FY 2022-2023 for PAT affiliate support, assuming the availability of PDG funding.

Funding Uses and Financial Requirements

Funds cannot be used outside of PAT and must be spent on national affiliation renewal fees and Parent Educator/Supervisor annual renewal fees.

Item	Amount	Due
Affiliate renewal fee	\$2000	10/01/2022
Foundational renewal fee	\$220/per individual	10/01/2022
Foundational 2 renewal fee	\$55/per individual	F2 anniversary date

Local Partnerships with unspent PAT Affiliate Support funding as of June 30, 2022 are subject to the grant carryforward provisions described in Section 1: Fiscal Guidelines.

Benefits of Grant Award

PAT Programs in South Carolina receive several benefits from the PAT State Office located at SC First Steps, including but not limited to:

- Provision of available training for PAT model, screenings, and assessments
- Support for the Career Compass learning management system for SC's home visitor workforce
- including stipends for achieving credentials within the system;
- Regular leadership and professional development sessions, in-person and via webinar
- Technical assistance, including program site visits as needed/requested
- Support for annual performance report submission and Quality Endorsement process

Minimum General Requirements

PAT affiliates must be in good standing with the PAT National Center.

Conditions of Receiving Funds

As a condition of receiving funding, the Local Partnership agrees to:

- Implement the Parents As Teachers program in accordance with the SC First Steps FY23 Program and Operational Guidelines including, but not limited to, submission of the Affiliate Performance Report (APR) by the required deadline, participation in the Quality Endorsement and Improvement Process (QEIP) as required, and remaining in good standing with the PAT National Center.
- Strongly encourage its PAT Parent Educator and home visitor workforce to participate in Career Compass' web-based professional development specific to home visiting core competencies.

County First Steps agrees to perform the activities listed above as a condition of receiving PAT Affiliate Support funding for FY 2022-2023.

(type first and last name to serve as an electronic signature)
Executive Director Name

PAT Affiliates and Parent Educators Anticipated for FY 2022-2023

Attach an additional page(s) if necessary

Name of PAT Affiliate	Name of Parent Educator	Name of Supervisor	Contact Phone Number	Contact Email Address	Level of PAT Training (F, F/MI, F2)

(Optional) Include below any additional information needed by SC First Steps to understand your funding request. If this is a multi-partnership collaboration, please describe below.

4C PARENTS AS TEACHERS: CONTINUE/JOIN SUPPORTING CARE PROVIDERS THROUGH VISITS (SCPV)

Introduction

Supporting Care Providers through Visits (SCPV) is an expansion of the successful Parents as Teachers (PAT) model curriculum of home visitation to the home based child care setting. Learning occurs within the context of the relationship between the Provider Educator and child care provider during instructional personal visits. During personal visits, child development, nutrition, health and safety information, and developmentally appropriate practices are shared.

Local Partnerships that fund one or more PAT affiliates in their county are eligible to receive \$2,000 per participating child care provider for up to five (5) providers to: a) offset the cost of delivering services; and b) to provide incentives to child care providers and parents, including program and curriculum materials or other program related items.

Currently, 10 Local Partnerships participate in the SCPV program. Additional Local Partnerships may apply to join the program for FY 2022-2023.

Eligibility and Selection

Local Partnerships funding one or more established PAT affiliates in FY 2022-2023 and are interested in providing SCPV services to Family Child Care Home providers or Family Friends and Neighbors (FFN) providers within their county are eligible.

In the event more Local Partnerships apply than there is funding available, preference will be given to Local Partnerships that are currently participating in the SCPV pilot and meeting program requirements. Thereafter, funding priority will be given to a) new sites that do not operate a Quality Enhancement or Quality Counts program; and/or b) new sites located in rural areas.

Local Partnerships that do not receive grant funding are still welcome to participate in the SCPV Pilot, using their state formula allocation or other funding.

Continuing Funding

There is expected to be funding available in FY 2022-2023 for the SCPV, assuming the availability of PDG funding.

Funding Uses and Financial Requirements

Funds must be used within SCPV using program code 226.

A minimum of 50% of the incentive funding received by the Local Partnership must be used to directly benefit the participating child care providers and parents. The remaining funds are available to the Local Partnership to help with the cost of delivering services.

SCPV grant funds are intended to purchase program and curriculum materials or other program related items such as books, educational toys, art supplies, rugs, chairs, etc. However, during COVID-19, we are approving other items related to health and safety that might be more urgent and helpful. This includes items such as masks, gloves, disinfectant, or cleaning supplies.

If you are considering playground equipment such as swing sets, it cannot be anything that requires installation or fixed attachment to the ground or a structure. However, outdoor items like balls, hula hoops, games, etc. are acceptable.

Local Partnerships with unspent SCPV Pilot funding as of June 30, 2022 are subject to the grant carryforward provisions described in Section 1: Fiscal Guidelines.

Benefits of Grant Award

- Funding to offset the cost of delivering services and to get providers individualized items that will enrich the learning environment for their families.
- Training and materials for the PAT SCPV curriculum and online training and materials for the FCCERS (Family Child Care Environmental Rating Scale). Training slots and materials may be limited due to funding limitations.

Minimum General Requirements

PAT affiliates in good standing with the PAT National Center.

Conditions of Receiving Funds

As a condition of receiving funding, the Local Partnership agrees to:

- Implement with fidelity the Supporting Care Providers through Visits Parents as Teachers (PAT) Curriculum with up to five (5) Family Child Care Home providers and/or Family, Friends, and Neighbors (FFN) providers in their county, in compliance with the SC First Steps FY 23 Program and Operational Guidelines. Program requirements include:
 - * Two (2) visits per month by a Provider Educator who has received full curriculum training
 - * Monthly group connection meetings are expected to be offered; however, the ability to offer group connections will vary among local partnerships depending on provider participation and logistics
 - * Commit to using and keeping on file approved consent forms and evaluation surveys provided by SC First Steps for participating child care providers and parents, as well as the PAT SCPV Curriculum forms, such as the Personal Visit Record and Service Record
 - * Ensure that the opportunity for child developmental screenings using the Ages and Stages Questionnaire (ASQ-3) is made available to all participating child care providers and parents
 - * Facilitate the completion of pre and post assessments using the Family Child Care Environment Rating Scale (FCCERS) by a trained ERS assessor (a group of trained ERS assessors will be made available by SC First Steps)
- Enter provider profile and assessment data, and in some cases, child and parent data in the First Steps Data Collection system (SC First Steps will provide instruction to assist with data entry)
- Report on program outcomes, implementation successes and challenges, and the level of resources needed (money, staffing, etc.) for successful implementation
- Completed consent forms and evaluation surveys for child care providers must be received by the designated deadline(s)
- A minimum of 50% of the incentive funding received by the Local Partnership must be used to directly benefit the participating child care providers and parents

County First Steps agrees to perform the activities listed above as a condition of receiving SCPV Pilot funding for FY 2022-2023.

(type first and last name to serve as an electronic signature)
Executive Director Name

SCPV Pilot Application Questions

1. Are you a current SCPV program site? ☐ YES ☐ NO
2. How many Family Child Care Home providers or FFN providers do you plan to enroll for FY 2022-2023?
3. How many staff do you plan to have trained in the SCPV curriculum?

Questions 4-8 are ONLY for current SCPV sites:

4. How many active child care providers will continue participating in SCPV?
5. How many trained Provider Educators do you currently have?
6. Is your SCPV data entered and up to date in the FS data system? ☐ YES ☐ NO
7. Have you used all of the Personal Visit Plans provided in the SCPV curriculum?
☐ YES ☐ NO
8. Have you used any of the Special Topics provided in the SCPV curriculum?
☐ YES ☐ NO
9. What percentage of SCPV funding for FY 2021-2022 has been spent (total grant expenses to date /grant award amount)?

/ = %

10. If the opportunity to receive additional funding (i.e. more than \$2,000 per provider), would benefit the child care provider(s) and/or your Local Partnership, please provide details on how you would spend it in the chart below.

Item	Amount	Description of how item(s) will be used

(Optional) Include below any additional information needed by SC First Steps to understand your funding request. If this is a multi-partnership collaboration, please describe below.

SECTION 5: CHILD CARE QUALITY PROGRAMS

Child Care Technical Assistance Program Expansion Grants

Introduction

As the result of Preschool Development Grant funds, South Carolina First Steps is pleased to be able to provide Year 2 funding to First Steps Local Partnerships that were awarded a Child Care Technical Assistance Program Expansion Grant as part of SC First Steps' Child Care Program Expansion Grant competition in FY 2021-2022. The purpose of this grant award is to increase the number of child care providers receiving intensive, targeted coaching and support to improve their quality.

The Child Care Technical Assistance Program Expansion Grant process will allocate up to **\$225,000** of funds to Local Partnerships.

Award Type and Purpose	FY 2022-2023 Amount (per Local Partnership)	# of Available Awards
Child Care Technical Assistance Program Expansion Award For expansion (to new providers or classrooms) of evidence-based child care technical assistance strategies	Up to original award amount from FY 2021- 2022	Up to 4 renewal awards (only FY 2021-2022 grantees are eligible for renewal funding)

Eligibility and Selection

Local Partnerships that received Child Care Technical Assistance Expansion Grant funding as a result of the FY 2021-2022 Child Care Technical Assistance Expansion Grant are eligible for continuing funding up to the amount of their FY 2021-2022 grant award.

Continuing Funding

At this time, there is not dedicated funding for this grant program after FY 2022-2023.

List of Applicable Child Care Technical Assistance Programs

Programs listed are eligible for expansion and identified as evidence-based strategies by SC First Steps:

- Child Care Quality Enhancement
- Quality Counts (developed by Spartanburg County First Steps)

Funding Uses

Grant funding from this competition may be used for:

- hiring staff for program model implementation
- providing materials funding to child care providers in accordance with program model standards
- program or administrative materials to accommodate for increases in the projected number of providers served
- contract services for better program delivery
- training and/or professional development for Child Care Technical Assistance program staff

Funding Uses and Financial Requirements *(Refer to Section 1: Fiscal Guidelines for general information.)*

For FY 2022-2023, the Partnership agrees to either maintain, or increase, the number of child care providers served with child care expansion grant funding: _____ (# of providers). This number should match or exceed the Partnership's projected number of child care providers to serve through Child Care Expansion Grant funding from FY 2021-2022.

If approved for continuation funding, the Local Partnership will use the budget approved from the previous Child Care Technical Assistance Expansion grant budget to add this funding to its Budget Spending Plan. Any expenditures not detailed in the approved budget will require prior approval from SC First Steps.

Local Partnerships with unspent Child Care Technical Assistance Expansion grant funding as of June 30, 2022 are subject to the grant carryforward provisions described in Section 1: Fiscal Guidelines.

Benefits of Grant Award

As a benefit of receiving these funds, the Local Partnership Child Care Technical Assistance staff will receive the following supports:

- Coaching, training and/or support for your child care technical assistant(s) from the SC First Steps Child Care Quality Coordinator;
- Training on the Pyramid Model for Supporting Social Emotional Competence in Infants and Young Children from First Steps state office staff (if the local partnership is not already receiving Pyramid Model training);
- Trainings with the Infant Early Childhood Mental Health Consultation program, with the option to make referrals to mental health consultants for children in child care settings that participate in First Steps child care technical assistance programs, as needed;
- Support through bi-monthly Child Care Technical Assistant Network meetings hosted by SC First Steps.

Requested Funding for FY 2022-2023

Amount of Child Care Technical Assistance Expansion Grant funding requested by County First Steps for FY 2022-2023 (cannot exceed current year's amount):

\$ (lead Partnership) \$ (co-applicant, if renewing jointly)

Please consider lowering your Partnership's amount requested if the Projected to Serve was not met in FY 2021-2022 and/or your Partnership had sufficient obstacles in implementing the grant requirements. SC First Steps may reduce FY 2021-2022 funding amounts for FY 2022-2023 if projected to serve was not met and/or Partnership did not comply with grant requirements.

If additional Preschool Development Grant funding were to become available for the Child Care Technical Assistance Expansion Grant in FY 2022-2023, would be Partnership be interested in receiving an increased funding award (this must include expanding services to additional child care classrooms and/or providers)?

Yes No

Conditions of Receiving Funding

Local Partnerships must agree to the following conditions if awarded this grant funding:

- Participate in bi-monthly Child Care Technical Assistant Network meetings hosted by SC First Steps.
- Agree to periodic site visits and observations of technical assistance by the SC First Steps Child Care Quality Coordinator.
- Demonstrate that the program is currently meeting requirements as evidenced by a First Steps Data Collection system review.
- All participating child care providers must be enrolled in ABC Quality or apply for enrollment as a condition for participation in Local Partnership Child Care Technical Assistance program.
- If the individual is not a SC Endeavors Certified TAP, he/she must have the credentials to apply for certification or have the education (at least Associates in Early Childhood Education or related field) and at least two years of experience in the field of Early Childhood education needed to successfully perform the duties of the role. The SC First Steps Child Care Quality Coordinator will assist the Local Partnership in additional onboarding and training of the new staff member; and help the staff member to work toward obtaining TAP certification if necessary.

County First Steps agrees to perform the activities listed above as a condition of receiving a Child Care Technical Assistance Expansion Grant Award for FY 2022-2023.

(type first and last name to serve as an electronic signature)

Executive Director Name

Status of FY 2021-2022 Child Care Technical Assistance Expansion Grant Activities

1. Has staff been hired to complete the scope of service? Yes No
If yes, number of staff hired to complete scope of service:
Total Full Time Equivalent (FTE) of staff hired to complete scope of service:
Has there been staff turnover? Yes No
2. What was your projected number to serve for FY 2021-2022 with this funding?
(# of child care providers)
3. What is the actual number served for FY 2021-2022 with this funding?
(# of child care providers)
4. Is data current in the First Steps Data Collection system? Yes No
5. What percentage of Child Care Technical Assistance Expansion Grant funding for FY 2021-2022 has been spent? %
6. Please provide major activities and accomplishments based on performing the scope of service from the Child Care Technical Assistance Expansion Grant for FY 2021- 2022:
7. Please provide barriers and implementation challenges for performing the scope of service from the Child Care Technical Assistance Expansion Grant for FY 2021-2022:
8. (Optional) Include below any additional information needed by SC First Steps to understand your funding request. If this is a multi-partnership collaboration, please describe below.

Appendix A

HIPPY and AmeriCorps Additional Resources

What is the National Hippy Network?



The National HIPPY Network (www.hippyus.org)

HIPPY is an evidence-based home visiting program that supports parents in their critical role as their child's first and most important teacher.

A unique aspect of HIPPY is its scripted curriculum, highlighted below, is used to teach parents through a peer-to-peer approach, using role-play and interactive activities. This system not only provides one-to-one training for the parent, but it also offers specialized job training for our home visitors and fosters leadership development and career advancement opportunities for our staff and our parents.



That's why over 50% of HIPPY home visitors are former HIPPY parents!

The HIPPY Curriculum, designed for children ages 2- 5, **contains 30 weekly activity packets**, nine storybooks and a set of 20 manipulative shapes for each year. In addition to these basic materials, supplies such as scissors and crayons are provided for each participating family. The program uses trained coordinators and Parent Educator AmeriCorps Members who go into the home and role-play the activities with the parents and support each family throughout their participation in the program.

The HIPPY curriculum is primarily cognitive based, focusing on language development, problem-solving, logical thinking and perceptual skills. Learning and play mingle throughout HIPPY's curriculum as parents expose their children to early literacy skills such as:

- Phonological and phonemic awareness
- Letter recognition
- Book knowledge
- Early writing experiences

The HIPPY storybooks bring children's literature into the home. HIPPY provides numerous opportunities for children and parents to discuss the storybooks in varied and increasingly complex ways:

- Reading
- Writing and drawing
- Listening and talking
- Singing and rhyming
- Playing games
- Cooking and sewing
- Shapes and colors
- Puzzles and more

The storybooks and activity packets are available in both English and Spanish for all ages. The HIPPY curriculum activities are constantly reviewed and updated in order to ensure that the materials are relevant for families and reflect current educational research findings.

What is AmeriCorps?



First Steps AmeriCorps

AmeriCorps is a network of national service programs, made up of three primary programs that each take a different approach to improving lives and fostering civic engagement. Members commit their time to address critical community needs like increasing academic achievement, mentoring youth, fighting poverty, sustaining national parks, preparing for disasters, and more. Additional information can be found at:

<https://www.nationalservice.gov/programs/ameri-corps/what-ameri-corps>



AmeriCorps

AmeriCorps Prohibited Activities: Eligible service activities for AmeriCorps members are listed in the position descriptions. AmeriCorps listed of prohibited activities can be found via the link:

<https://www.nationalservice.gov/sites/default/files/resource/rr2-ac-prohibited-activities-ho1-4-13-12.pdf>

First Steps AmeriCorps Positions:

- ***Parent Educator AmeriCorps*** - Members recruited for this position will spend one hour per week for 30 weeks each year providing the HIPPY curriculum to participating families. As “half-time” slots (900 hours/year), Parent Educator AmeriCorps Members are expected to carry a caseload of 10-12 families. Lessons are done in the home with child’s parent(s)/caregiver(s) without the child present, and feature extensive role playing so that the parent/caregiver feels comfortable agreeing to use the HIPPY lessons with their child for 15 minutes each day. Additionally, the program is combined with group meetings (min. 6 per year) that the Parent Educator AmeriCorps Member will help design and lead to allow HIPPY families can engage, support, and share experiences.
- ***Community and Family Engagement AmeriCorps*** - Members recruited for this position will provide one-on-one support as a portal for families with children 0-5 to help them to connect to services they need via: meeting with parents/caregivers to identify service needs; helping families set goals; providing direct parent support by connecting families to appropriate referral community services; and following up with families to ensure services were connected and received. Members can also attend community engagement and outreach activities, meetings, and events to educate families on how to support their child’s school readiness, including how to access available community services, and enlists partner organizations and volunteers as school readiness champions in their work with children and families. Members may also design and lead community-based school readiness awareness events that will involve parents/caregivers and other stakeholders in various ways, for the purpose of increasing overall awareness of what local services are available to families.

Projected new initiatives for Local Partnerships that Members can support: Family Cafés

Core Function Support Grant Suggestions for Family and Community Engagement AmeriCorps Members:

The funds are designed to create more support structures to (1) improve Member service delivery- virtual or in person and/or (2) support Member recruitment and retention.

Note: AmeriCorps Members are only to be used to expand direct service capacity and not supplant, replace, or fill staff positions.

Suggestions for use of Funds include, but are not limited to:

1. Member Professional Development and Training

- a. Early Childhood Development
- b. CPR
- c. Mental Health First Aid

2. Technology/ Office Supplies

- a. Computer
- b. Phone
- c. Tablet
- d. Printer/Scanner
- e. Office Supplies (paper, pens, etc.)

3. Office Space- Desk, chair, etc.

4. Member Mileage Cost

5. Member/ Site Supervisor Incentives

- a. Gift Cards
- b. Branded T-shirts and other promotional items
- c. Site Supervisor Stipend

6. Recruitment

- a. Position Description Positions
- b. Ads- social media ad boost cost, newspapers, etc.
- c. Print costs flyers, etc.

Appendix B

Enhanced Core Functions: Family Café

Enhanced Core Functions Pilot

South Carolina First Steps County Partnership

Core Functions in the Family Café



Vision: Families increase protective factors to provide their children with safe, stable, nurturing relationships and environments to reach their full potential.

Inputs

AmeriCorps, Healthy Steps, and First Five, Family Voice Café and staff persons or peer leaders

Community advocates who can provide support services, resources and information

Incentives provided by County Partnerships (via funding)
Supplies for curriculum family training sessions for guided conversations

Information about community resources

Childcare for children

Meals for each session

Outputs

Activities/Services

Participation in 7 family training sessions using the Parent Café Curriculum.

Community advocates who can provide support services, resources and will share at each training session.

Population Served

Parents and caregivers of Children ages 0-5

Parents and caregivers who have children within the foster care system

Parents and caregivers who have had an open case with the child protective system

Parents and caregivers who have at least one identified risk factor

Outcomes

Increase parent and caregiver resilience.

Increase social and emotional competence in children.

Parents and caregivers increase their knowledge of child development and parenting.

Improve family relationships and build social connections.

Develop a concrete system of support in times of need.

Reduce harsh discipline practices within the home while increasing appropriate and consistent systems of discipline

MEASUREMENT TOOLS

- Café' evaluation
- Pre and Post Curriculum Assessments
- Early learning community assessments for Building Block 1