**Partnership:** Down East Partnership for Children

**Activity Name**: Coordinated Subsidy Administration/ POC

**EC Profile ID:** PLA50

**PSC:** 2341

FY 22 Logic Model

| Need Statement | Target Population | Program Components | Evidence-Based/Informed Practice | Outputs | Outcomes | Required County Level Indicators or Strategic Framework indicators  |
| --- | --- | --- | --- | --- | --- | --- |
| **DEPC Child Care Scholarship Program** |
| * The DEPC Child Care Scholarship Program is designed to increase the availability, accessibility, and affordability of high-quality childcare for children who are the most at-risk for school failure. The program provides wrap around family support to these children during their most critical developmental period.
* To increase school success and maximize return on investment children who are the most at-risk for school failure need to be in the highest quality early care and education environments.
* 36% of children in Edgecombe County live at or below the federal poverty level.

*2018 County Health Rankings** 25% of children in Nash County live at or below the federal poverty level.

*2018 County Health Rankings* | * + Children ages 0-4 and not age-eligible for Pre-K services whose parents are working an average of 30 hours per week, in school full-time or a combination of both equaling an average of 30 hours per week, meeting income guidelines, and living in Edgecombe or Nash counties
	+ 4- and 5-star childcare centers and family childcare homes serving DEPC Scholarship children
 | **Parents*** Recruitment and eligibility determination for target population families
* Orientation to review program policies and procedures (in person or remote)
* Placement of children at approved providers
* Ages & Stages Questionnaires - Parents may complete to determine if their child is performing at age-appropriate levels
* Family First referral line – Parents receive information regarding quality childcare

**Providers*** Recruitment and eligibility determination for 4- and 5-star providers
* Orientation to review program policies and procedures (in person or remote)
* Invoicing and reimbursement for services provided
* Annual site visits for program and contract monitoring
* Quality enhancement – Provider Services staff provide ongoing support and technical assistance
* Providers will participate in ongoing professional development related to physical activity, nutrition education, and/or social/emotional health
 | Child Care Subsidy is currently identified as an Evidence-Informed program in the Smart Start Resource Guide of Evidence-Based and Evidence-Informed Programs and Practices |  125 children will receive a subsidized childcare scholarship(SS Output: Number of children funded)Track the number of parents whose children are receiving subsidy who complete an ASQ.Track the number of scholarship programs will participate in ongoing professional development related to physical activity, nutrition education, and/or social/emotional health | 75% of parents accessing scholarship subsidized care through DEPC will report that access to childcare enables them to obtain high education, maintain employment and/or get a better job(SS Outcome: Increase in parent social support)85% Scholarship providers serving Scholarship children will have a site visit completed90% of parents whose child scores below age level on the ASQ will be referred to Family Services for a follow-up | PLA50: 90% of subsidy eligible children are in 4- and 5-star care50% of scholarship and NCPK centers have implemented policies and practices that improve/ increase physical activity/ nutrition education/ social emotional health Percent of children ages 0-2 and 3-5 who receive early intervention or special educationservices |

Worksheet 1

| ProgramComponents | Documented Research |
| --- | --- |
| **Scholarship Program:*** Data collection
* Parents
* Recruitment and eligibility
* Orientation
* Placement
* Ages & Stages Questionnaires
* Family First referral line
* Providers
* Recruitment and eligibility
* Orientation
* Invoicing and reimbursement
* Annual site visits
* Quality enhancement
* Provider education/training
 | * Tarnai, J., *Impacts of HB3141 on the working connections childcare program*. 2011, Social & Economic Sciences Research Center: Pullman, WA. p. 1-81.
* Johnson, A.D., R.M. Ryan, and J. Brooks-Gunn, *Child-care subsidies: Do they impact the quality-of-care children experience?* Child Development, 2012. **83**: p. 1444-1461.
* Forry, N.D. and S.L. Hofferth, *Maintaining work: The influence of childcare subsidies on childcare-related work disruptions.* Journal of Family Issues, 2011. **32**(3): p. 346-368.
* Blau, D. and E. Tekin, *The determinants and consequences of childcare subsidy receipt by low-income families*. 2001, Joint Center for Poverty Research: Chicago, IL. p. 1-33.
* Benefits of early childhood education for poor children – Carolina Abecedarian Project - http://abc.fpg.unc.edu/ Supports need for coordinated subsidy.
* Coordinated Subsidy logic model
* Coordinated Subsidy Quarterly and Annual Evaluation Reports
 |
| Parents/caregivers will contact the DEPC Family First referral line (Consumer Education and Referral Services) to receive information and assistance in their search of affordable, high quality childcare in Edgecombe and Nash counties. | * <http://ecrp.uiuc.edu/v4n1/ceglowski.html#indicators>
* <http://www.developingchild.net>
* <http://www.nichd.nih.gov>
* North Carolina Child Care Resource & Referral Council including:

Child Care Resources Inc., [www.childcareresourcesinc.org](http://www.childcareresourcesinc.org) Child Care Services Association, [www.childcareservices.org](http://www.childcareservices.org)Southwestern Child Development Commission, [www.swcdcinc.org](http://www.swcdcinc.org) |
| Parents/caregivers will contact DEPC Family First referral line (Consumer Education and Referral Services) to receive information and referrals to agencies and programs within the community that help strengthen their family by meeting their family’s needs. | * Center for the Study of Social Policy

 [https://cssp.org/publications-resources/?foc=young-children-families](https:///cssp.org/publications-resources/?foc=young-children-families) |

**Additional Information**

1. For each unique Program Component listed in the above Logic Model provide a narrative description.

**Scholarship**

The DEPC Child Care Scholarship Program is designed to increase the availability, accessibility, and affordability of high quality child care for children who are the most at-risk for school failure. The Scholarship program also provides a family support component that promotes increased understanding of the importance of consistent, high-quality child care, and awareness of child development milestones. Parents are provided with a network of approved 4 and 5-star child care facilities to choose from and child care referral services are provided to parents to assist them with their choice.

**Parents**

The DEPC Scholarship program provides full-time child care assistance to at-risk children ages 0-4, and not age-eligible for Pre-K services, whose parents/guardians are working an average of 30 hours per week, or in school as a full-time student or a combination of both equaling an average of 30 hours per week. In addition, children who are ages 4 or 5, but not in Pre-K or Kindergarten, may be served if their age-eligible sibling is served through the Scholarship program. Families must live in Nash or Edgecombe counties and must meet income guidelines that are further outlined in the DEPC Scholarship Policies and Procedures Manual. Parents who enroll in the DEPC Scholarship program who report countable income are required to pay a fee of 10%, 9% or 8% (dependent on family size) of their gross annual income to their child care provider. Parents are also responsible for any additional fees such as transportation fees, registration fees and activity fees. In an effort to support parents who are enrolled in the Scholarship program the work/school requirement is waived for up to 90 days for parents who report graduating from high school or college and for up to 90 days for parents who report becoming unemployed. At the end of those grace periods parents must comply with work/school requirements in order to retain Scholarship services. Additional information regarding program eligibility and exceptions can be found in the DEPC Scholarship Policies and Procedures Manual.

Parents who are eligible and enroll in the DEPC Scholarship program must attend a mandatory orientation session (in person or remote) prior to the start of services. This is to ensure that all parents receiving Scholarship services have a full understanding of program requirements and parent responsibilities. During orientation parents are given information regarding eligibility, exceptions to eligibility, child attendance, parent fees, reporting changes to DEPC, and more. Parents must sign a parent agreement form stating they understand what is required of them and what services the DEPC Scholarship program provides. Parents are provided with information regarding parent support services available to them at DEPC with emphasis on Triple P and the Ages and Stages Questionnaire. Family Services Specialists also provide information to parents during orientation about choosing quality child care and share materials to assist parents with understanding what to look for and how to identify high quality child care programs. The Family First referral line exists to support all families at DEPC and Family Services Specialists focus on building the five Protective Factors that promote healthy outcomes for families. These 5 factors are Parental Resilience, Social Connections, Concrete Supports, Knowledge of Parenting and Child Development, and Social and Emotional Competence of Children. All newly enrolled parents are referred to the DEPC Family First referral line and are provided with enhanced referrals to a network of approved 4 and 5-star child care programs as needed.

The DEPC Scholarship program strives to keep parents informed and engaged with the Down East Partnership for Children as much as possible. One way the program staff engages families is by providing them with information about the Ages and Stages Questionnaire (ASQ) along with age-specific questionnaires to be used for their child(ren).When parents return the ASQ it is reviewed and scored and any concerns/deficit scores are referred to the Family Services staff. Family Services Specialists then contact these families to offer support and programs that may benefit the child. Parents who complete an ASQ within a designated time-frame will be entered into a drawing for a $100 gift card. There will be five gifts cards given during the fiscal year. Another way DEPC works to engage with scholarship parents is to provide them with copies of the Building Blocks parent newsletter. This newsletter is sent out quarterly to all families enrolled in the Scholarship program and contains information about programs and services provided by DEPC, a calendar of upcoming events, and a program spotlight article that focuses on topics relevant to the local community.

**Providers**

Another piece to the DEPC Scholarship program involves maintaining and increasing the average star rated placement for children in subsidy. To help accomplish this, the Scholarship program utilizes only high quality child care centers and homes. The Scholarship program defines high quality child care centers and homes as sites having a 4 or 5 star license. In addition, sites must acquire and maintain at least a 4.5 average on the Environment Rating Scale (ERS) relevant to children, ages 0-5, implement transition activities for rising kindergarten children and have a family involvement plan. Scholarship sites are also encouraged to offer additional parent support services by implementing policies and practices that improve/increase physical activity, nutrition education, and/or social emotional health.

**Provider Bid Process**

In order to become a Scholarship provider, eligible child care sites must submit an application packet in response to a bid request every 2 years, or as needed. Applicants must submit information related to their current license, recent ERS assessment(s), parent involvement activities, transition activities, discipline policy, and curriculum. Applicants must also agree to work with CCR&R Core Services staff to receive technical assistance as needed and are encouraged to participate in Triple P and training. Unannounced site visits are conducted during a specified site visit window for all new applying sites and for current sites as needed. These site visits serve as an opportunity for DEPC staff to identify any administrative and/or programmatic technical assistance needs or concerns prior to approving a site to serve Scholarship children. DEPC CCR&R staff use an in-house site visit form that addresses several quality indicators, such as teacher-child interactions, room arrangement, discipline, and general classroom supervision. All applicants are reviewed by a designated Screening Committee and recommendations are sent to the DEPC Executive Director for approval.

Child care centers or home programs approved as Scholarship sites must not owe any overdue taxes requiring IRS levy or garnishment and child care centers must provide sick leave benefits to their full-time staff. Sites must also agree to have their information listed on the DEPC’s Child Care Referral database to allow referrals to be made to parents seeking child care services. Sites update their information annually using the Child Care information form.

 Scholarship sites are reimbursed for services on a monthly basis and at current state subsidized child care market. DEPC pays the remaining portion of the rate after applicable parent fees have been subtracted. All payments are made directly to the sites. Sites are responsible for collecting parent fees and submitting monthly attendance information to DEPC Scholarship staff. The DEPC Controller verifies and processes all Scholarship payments per provider invoices and attendance reports submitted. In order to encourage providers to participate in ongoing professional development related to physical activity, nutrition education, and/or social/emotional health, DEPC will offer an enhanced rate option to providers. Providers will be given opportunities throughout FY 22 to participate in appropriate professional development and programs. Those providers who successfully complete training and submit requested documentation as needed, will be paid an enhanced rate during FY 23. Additionally, based on availability of funding, child care programs with a current DEPC Scholarship Contract and serving at least one child will be issued a per child quality supplement based on June attendance for each child served. The funds will be issued with the June scholarship reimbursement. The amount of supplement will be determined by the amount of funding available and the child care programs current star rating and program standard points.

In order to ensure that sites are continually providing high quality care site visits are conducted at 85% of Scholarship sites serving children. During a site visit, DEPC Scholarship staff review attendance records for children enrolled in the Scholarship program, as well as other provider contractual obligations and offer technical assistance and guidance for quality improvement. The site visit also serves as an opportunity to inform providers of additional DEPC supports, including technical assistance to increase or maintain quality services. If during a site visit any acts that could be considered abuse or neglect are observed by DEPC staff those acts are immediately reported as required by law. Any site undergoing an investigation for child abuse/neglect is temporarily removed from the active provider referrals for the Scholarship program. In the event that the case is substantiated, Scholarship children may be moved to another child care program and the provider contract may be terminated.

The Subsidy Program Manager supervises the Subsidy staff. The Subsidy Coordinator and Scholarship Specialist are responsible for the daily operation of the Scholarship program including: provider invoicing and monthly reporting, SSRS reporting, Scholarship and Family First database entry, and providing assistance and support to applying and active Scholarship parents and providers. The DEPC Program Director provides oversight and support to the Scholarship program.

**Coordinated Subsidy Process:**

In order to maximize and align subsidy funding in the local community, DEPC collaborates with Edgecombe County Department of Social Services, Edgecombe County Public Schools, Nash County Department of Social Services, Nash-Rocky Mount Public Schools, Head Start, NC Pre-K and a local private child care center director. The goal of this coordinated system is to maximize the resources available to families through collaborative recruiting efforts, a transparent subsidy system, and empowered parents who choose the most appropriate childcare and family support for their children.

The CCRR Advisory Committee, which is comprised of representatives from all subsidy partners as well as other community partners, focuses their efforts on supporting the efforts of the coordinated subsidy system to maximize available resources. The Program Director oversees the CCR&R Advisory Committee that meets at least four times (in person or remote). The Subsidy Program Manager is responsible for aligning the many programs and services that funnel through the Coordinated Subsidy System. Those responsibilities include supervision of the NC Pre-K and Scholarship programs, maintaining databases, ongoing training and collaboration, and coordinating child care subsidy planning and program development. The Scholarship Coordinator attends all CCR&R Advisory meetings and works with the Subsidy Program Manager to provide support to the child care subsidy planning process.

1. Staff

|  |  |  |
| --- | --- | --- |
| Job Title | FTE | Minimum Education & Experience Requirements (Please indicate any requirements if mandated by your EB model) |
| Subsidy Program Manager | .65 | Refer to Subsidy Program Manager Job Description |
| Scholarship Coordinator | 1.00 | Refer to Scholarship Coordinator Job Description |
| Program Director | .15 | Refer to Program Director Job Description |
| NCPK Coordinator | .05 | Refer to NCPK Coordinator Job Description |
| Subsidy Specialist | .50 | Refer to Subsidy Specialist Job Description |

1. Does this activity contain grants of any kind or incentives to participants?

Yes [x]  No[ ]

What is given to participants? If you have checked yes, describe in detail and attach a copy of any associated grant agreement(s).

One way the program staff engages families is by providing them with information about the Ages and Stages Questionnaire (ASQ) along with age-specific questionnaires to be used for their child(ren).When parents return the ASQ it is reviewed and scored and any concerns/deficit scores are referred to the Family Services staff. Family Services Specialists then contact these families to offer support and programs that may benefit the child. Parents who complete an ASQ within a designated time-frame will be entered into a drawing for a $100 gift card. There will be five gift cards given during the fiscal year.

1. Is any portion of this activity Medicaid reimbursable?

 Yes [ ]  No[x]

 If you have checked yes, describe in detail.

1. Community Collaborations:

The Coordinated Subsidy Program is a component of the Coordinated Child Care Subsidy System (CCCSS), which includes Nash Rocky Mount Public School System, Nash County Department of Social Services, Edgecombe County Public School System, Edgecombe County Department of Social Services, NC Pre-K, and Head Start, as well as private provider representation. The goal of the CCCSS is maximize the resources available to Nash and Edgecombe families through collaborative recruiting efforts, a transparent subsidy system, and empowered parents who choose the most appropriate childcare and family support for their children.

1. History of Results

**FY 20 -**

**187** children received a subsidized child care scholarship

**18** scholarship providers had a site visit completed

1. Cash/In-Kind Contributions Plan:
2. Contract Activity Description (CAD)

Required CADs-

Coordinated Subsidy Administration

Dual Subsidy Administration will provide administration for child care subsidy including program administration; family outreach and application; eligibility determination; payment processing; annual recertification; and reporting, etc. Gift card incentives will be provided to encourage family participation in the completion of the Ages and Stages Questionnaires. Healthy snacks/meals and child care will be provided during the required annual scholarship orientation sessions. A Scholarship Coordinator will implement the activity, with support from the Subsidy Specialist and NC PreK Coordinator, and supervision from the Subsidy Program Manager. The Program Director will provide oversight to the program.

Coordinated Subsidy Purchase of Care

Dual Subsidy Administration will provide administration for child care subsidy including program administration; family outreach and application; eligibility determination; payment processing; annual recertification; and reporting, etc. Gift card/incentives may be provided to encourage family participation in the completion of the Ages and Stages Questionnaires. Meals, snacks, food tastings and child care may be provided during the required annual scholarship orientation session, and activities will occur remotely as needed. A Scholarship Coordinator will implement the activity, with support from the Subsidy Specialist and NC PreK Coordinator, and supervision from the Subsidy Program Manager. The Program Director will provide oversight to the program. Staff will provide program support as needed.

Financial assistance will be paid on a direct per child basis for subsidy for families eligible for Temporary Assistance for Needy Families (TANF) or the Child Care and Development Fund (CCDF). Data will be reported into the state-level Smart Start Reporting System (SSRS) on a monthly basis. Scholarship sites are reimbursed for services on a monthly basis at current state subsidized child care market. Based on availability of funding, this activity may include a per child quality supplement. Child care programs with a current DEPC Scholarship Contract and serving at least one child will be issued a per child quality supplement on a pro-rata basis for each child served. The funds may be issued with the June scholarship reimbursement. The amount of supplement will be determined by the amount of funding available and the child care programs current star rating and program standard points.