NEBRASKA DEPARTMENT OF EDUCATION

OFFICE OF EARLY CHILDHOOD

APPLICATION for NEW or EXPANSION GRANTS

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| --- | --- |
| **District Name/ESU Number:**      | **U.S. Congressional District** **(check one)** **[ ]  1 [ ]  2 [ ]  3** |
| **Address:**      | **City:** | **Zip Code:** |
| **Grant Application Category:**[ ]  Option 1 (11-20 children per classroom)[ ]  Option 2 (7-10 children per classroom) | **Amount of Grant Funds Requested for Operating Budget:**  | **Amount of Grant Funds Requested for Start-up Budget:** | **Amount of Local Share to be Provided:** |

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| --- | --- |
| **Authorized Representative (NDE considers the Superintendent/ESU Administrator to be the Authorized Representative):**      | S**ignature of Authorized Representative:** |
| **Telephone Number:** | **FAX Number:** | **E-mail Address:**      |

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

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

**PARTNERSHIP STATEMENT of COMMITMENT**

*Directions: This form should be completed by each local partner (agency, organization, etc.), including the applicant district/ESU. Please make copies of this form for each partner to complete and submit with the application.*

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| --- | --- |
| **Partner Name:**      |  |
| **Address:**      | **City:** | **Zip Code:** |
| **Contact Person:**       | **Title:** |  |
| Telephone Number:      | **Email Address:** |

As a partner in the program, this agency will commit the following resources, time, ongoing representation, etc. to assure that the program provides a high quality early childhood experience:

The partner’s signature on this form verifies participation in the development of the grant application, a full awareness of the content of the grant application, and agreement to participate in the development of a written partnership agreement.

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| --- | --- |
| Signature of Partner: | Date:      |

APPLICATION NARRATIVE

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

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

# Application Summary

In one or two sentences, identify how the grant funds will be used (i.e., number of groups of children, number of children, number of days and hours).

# Program Planning (Maximum 10 points)

1. Current Status: Provide information regarding the current status of preschool age children in the proposed service area.

      Number of licensed child care centers

       Total licensed capacity

      Number of licensed preschools

       Total licensed capacity

      Number of licensed family child care homes

       Total licensed capacity

      Number of Head Start classrooms

       Total funded capacity

      Number of children, age 3 & 4, enrolled in Head Start

      Number of children, age 3 & 4, with a verified disability

      Number of children, age 3 & 4, enrolled in Title 1, Part A services

      Number of children, age 3 & 4, enrolled in Title 1, Part C (Migrant services)

      Number of children, age 3 & 4, enrolled in Title 1, Homeless services

      District-wide percentage of free & reduced lunch eligibility

      District-wide percentage of English Language Learners

      Total number of 3 year-old children

      Total number of 4 year-old children

      Kindergarten enrollment for the current school year

      Anticipated kindergarten enrollment for the next school year

Kindergarten is offered:

 [ ]  All-Day Every-Day

       Total number of hours per year

 [ ]  Half-Day Every-Day

       Total number of hours per year

Define the proposed service area. Describe the current availability of programs and services for preschool age children within the proposed service area. Include the nature of the program(s) and number of children served.

1. Need: Provide a justification of the need for an early childhood education program grant in the proposed service area. Describe the community’s unmet needs for three- and four-year-old children. Describe the needs of working families and how the proposed program will impact these families. Describe the barriers to services.

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

# Partnerships (Maximum 25 points)

1) Partners: Identify the partners with whom you have, or will have, a formal written partnership agreement. Check all that apply and include the name of the partner program as appropriate. **A Partnership Statement of Commitment form must be included for each partner that is checked.**

[ ]  Programs for Children with Disabilities below 5 years of age funded through the Special Education Act

[ ]  Early Intervention

[ ]  Head Start

 If not checked, explain why Head Start has not been included.

[ ]  Title 1, Part A

[ ]  Migrant (Title 1, Part C)

[ ]  Title 1 Homeless

[ ]  Child Care Center

[ ]  Family Child Care Home

[ ]  Community Preschool

[ ]  Local School District

[ ]  Educational Service Unit

[ ]  Early Learning Connection Coordinator

[ ]  Health & Human Services

[ ]  Other

[ ]  Other

[ ]  Other

Describe the efforts to include community partners, especially any Head Start programs in the district. If community partners declined to participate, identify the partner and cite the reason(s) for not participating. List the partners that participated in the program planning process and those partners submitting an attached Partnership Statement of Commitment.

Describe the participation of the partners in the program planning process. Describe how the partners will be involved in the start-up process and in the implementation of the early childhood education program.

Describe the plan for development of local written partnership agreements.

1. Advisory Committee: Describe the plan for establishing the local early childhood advisory committee. Include a purpose statement and identify the roles and/or individuals to be represented. Describe the responsibilities of the committee members.

# Program Description (Maximum 50 points)

1. Start-up Plan: Identify the anticipated activities and timeline for implementing the early childhood program or

 expansion classroom. Describe the role of the classroom teacher in the start-up activities. Include the

 projected date the program will begin serving children.

2) Program Design: Identify the elements of the early childhood education program. Check all that apply.

 Length of the Day

 [ ]  Part Day (less than 6 hours per session)

       Number of hours per day

 [ ]  Full Day (6 hours or more per session)

       Number of hours per day

 Days of programming

 [ ]  Monday

 [ ]  Tuesday

 [ ]  Wednesday

 [ ]  Thursday

 [ ]  Friday

 Length of program year

 [ ]  School-Year (9 months)

       Total number of hours per year

 [ ]  Full-Year (12 months)

       Total number of hours per year

Classroom Ratios

       Number of classroom groups of children

       Number of children per classroom group

       Number of staff per classroom group

 Program Facility

 [ ]  Existing site

 [ ]  New site

 [ ]  Type of facility

Describe how the program meets the applicable fire, safety and health codes.

Describe how the program will provide adequate space and appropriate equipment both indoors and outdoors.

Meals and/or Snacks Meeting USDA Guidelines

 [ ]  Breakfast provided

 [ ]  Morning snack provided

 [ ]  Lunch provided

 [ ]  Afternoon snack provided

 [ ]  Participate in School Lunch Program

 [ ]  Participate in Child and Adult Care Food Program

Transportation

 [ ]  Provided for all enrolled children

 [ ]  Provided for some enrolled children

 [ ]  Not provided

Describe the family development and support activities, including family literacy activities. Identify a plan for conducting home visits. Describe how the program will meet the economic and logistical needs and circumstances of families.

Describe the written agreements with the local Head Start agency and, if feasible, other community-based early childhood education and care programs to provide higher-quality learning experiences and a more seamless transition to kindergarten. Include information regarding how all early childhood stakeholders, community and school-based, will be included in the process of transitions to kindergarten.

Describe how the early childhood education program will be part of the district school continuous improvement process. Describe how the district will utilize Nebraska Step Up to Quality.

1. Student Population: Identify the population of children who will be served in the early childhood education program. Check all that apply and add estimated numbers as appropriate.

[ ]  Children whose family income qualifies them for participation in the federal free or reduced lunch program.

     Estimated number of four-year-olds who will be eligible to attend kindergarten in the following year.

[ ]  Children who reside in a home where a language other than spoken English is used as the primary means of communication.

     Estimated number of four-year-olds who will be eligible to attend kindergarten in the following year.

[ ]  Children who were born prematurely or at low birth weight as verified by a physician.

     Estimated number of four-year-olds who will be eligible to attend kindergarten in the following year.

[ ]  Children whose parents are younger than eighteen or who have not completed high school.

      Estimated number of four-year-olds who will be eligible to attend kindergarten in the following year.

[ ]  Children who have been verified with a disability.

[ ]  Children who qualify for or who are enrolled in the federal Head Start program.

[ ]  Children who qualify for or who are enrolled in Title I.

[ ]  Children who do not qualify for one of the above.

      Estimated number of children who will participate in year 1 of the early childhood education program grant.

      Estimated total number of four-year-olds to be served (age as of July 31).

      Estimated number of three-year-olds to be served (age as of July 31).

4) Staff: Describe how the program will recruit and assure that all teachers and paraeducators will meet the requirements of ***Rule 11 – Regulations for the Approval of Prekindergarten Programs established by School Boards or Educational Service Units and for the Issuance of Early Childhood Education Grants***.

If staff (teacher and/or paraeducator) for the early childhood education program has been identified, provide the name, position, and teaching endorsement or qualifications, as applicable.

Describe how the early childhood staff will be supported to provide time for the teacher(s) and para(s) to plan together for curriculum/instruction and assessment, as well as how staff will be supported through mentoring and/or coaching to promote best practices.

Describe the governance structure. Specifically identify who is responsible for supervising and evaluating staff in the early childhood education program. Identify the program coordinator/administrator and the number of early childhood credits earned by that person.

5) Curriculum Framework: Identify the curriculum framework selected for use in the early childhood education program and describe the process for making this selection.

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|       |

Describe how the selected curriculum provides a research-based and play-oriented learning environment which facilitates the optimal growth and development of children, with opportunities for age-appropriate learning experiences through active involvement with people and materials.

Describe how ***Nebraska’s Birth to Five Learning and Development Standards*** will be used to support the curriculum.

If applicable, describe how technology and interactive media will be integrated into the curriculum and will support the learning and development of the children.

6) Child Assessment and Program Evaluation: Describe how data from child assessments and program quality assessments will be used to connect assessment, curriculum, teaching strategies, and classroom practices to meet the group and individual needs of the children.

Check the box below to indicate the applicant’s agreement to participate in a program evaluation process:

[ ]  The program agrees to participate in periodic evaluations to assure program quality and positive child outcomes as part of the evaluation process designed by the Department of Education.

7) Professional Development: Describe how individual staff and program professional development needs will be determined.

Identify the training needed to implement the program and child assessments as well as the curriculum. Identify the training resources available within the partnership and the timeline for providing the training.

Describe how the early childhood education program will coordinate with the regional *Early Learning Connection* to provide professional development opportunities. If known, identify the person(s) who will serve as a member of the *Early Learning Connection* regional partnership.

**Coordinate and Use a Combination of Local, State, and Federal Funding Sources** (**Maximum 15 points)**

Identify the program’s plan to use multiple funding sources to maximize participation of economically and categorically diverse groups and to ensure that participating children and families have access to comprehensive services. Check all funding sources that will be used in the program:

[ ]  Early Childhood Special Education

[ ]  Special Education Flexible Funding

[ ]  Federal Head Start

[ ]  Title 1, Part A

[ ]  Even Start Family Literacy (Title 1, Part B)

[ ]  Migrant (Title 1, Part C)

[ ]  Title 1 Homeless

[ ]  Child Care Assistance through Health and Human Services

[ ]  Local School District

[ ]  Parent Fees Based on a Sliding Fee Scale

[ ]  Other

[ ]  Other

[ ]  Other

[ ]  Other

[ ]  Other

Identify the program’s plan to use a sliding fee scale to maximize participation of economically and categorically diverse groups and to ensure that participating children and families have access to comprehensive services.