

EXHIBIT NO. 1

City of Alexandria, Virginia

8
6-26-01

MEMORANDUM

DATE: JUNE 16, 2001

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: PHILIP SUNDERLAND, CITY MANAGER *PS*

SUBJECT: SUBMISSION OF A GRANT APPLICATION TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES ADMINISTRATION FOR CHILDREN AND FAMILIES FOR FY 2002

ISSUE: Approval of a grant application from the Alexandria Child Care Director's Association (ACCD A), on behalf of the Early Childhood Commission, to the U.S. Department of Health and Human Services, Administration for Children and Families, to expand services available to families and their at-risk preschool age children.

RECOMMENDATION: That City Council authorize the City Manager to:

- 1) Submit a letter of support from the City of Alexandria for this grant application; and
- 2) Execute all the necessary documents, including a letter designating the Department of Human Services as fiscal agent for the grant in the event of an award; and
- 3) Contingent upon a grant award, establish two grant-funded positions within the Department of Human Services to implement the plan of services called for in the grant. These grant funded positions will terminate upon the expiration of the grant funding and the individuals who fill positions will be notified of this condition of employment and will sign an agreement of understanding with regard to this condition.

The deadline for this grant application was June 14, 2001, and the grant application was submitted pending City Council's approval at its June 26 legislative session.

DISCUSSION: The ACCDA application to the Administration for Children and Families is for \$261,928 in federal Early Learning Opportunities (ELO) funds to expand and enhance the services in the City for families and their at-risk children. The availability of these funds was announced on April 30, 2001 and the deadline for submission was June 14, 2001. The Alexandria Child Care Director's Association believes that Alexandria is uniquely qualified for these funds because of the high percentage of at-risk children served in the Alexandria Public Schools and the large immigrant population with limited English proficiency. The ELO also requires that a "council" made up of

stakeholders from the early childhood community be in place. The ACCDA is a member of the Early Childhood Commission, and as such is qualified to make application for these funds on behalf of the Commission.

The ACCDA plans to apply for funds in four service areas:

- promoting the development of cognitive abilities, language comprehension, expressive language, social-emotional and motor skills through targeted training and the purchase of materials for family child care providers and educators, with a special emphasis on children and parents with limited English proficiency (LEP);
- promoting effective parenting through the enhancement and expansion of the Nurturing Parenting Program, including: a) the addition of a parenting education coordinator to organize groups throughout the City in collaboration with existing parenting programs; b) the purchase of training materials; c) the payment of child care costs; and d) contracts with group facilitators;
- enhancing early childhood literacy through expanded training in and the implementation of PALS (Phonemic Awareness Literacy Screening) and the development of programs that encourage reading through the purchase of books, enhanced training for care givers and activities that improve the literacy of LEP parents and encourage them to read to their children; and
- improving the quality of early learning programs through professional development and training activities for child care workers, including: a) the development of a professional development program that results in college credit, credentials, certification or degree in early childhood and includes bonuses and other financial incentives; and b) development and implementation of training and workshops that address literacy development in young children.

Family child care providers and center staff will be rewarded according to a system of bonuses and other incentives that has been developed in collaboration with family child care providers and early childhood teachers. Up to \$25,000 from the grant will be used to fund TEACH-VA which is an Early Childhood Associate Degree scholarship program for child care center teachers and child care providers. Another \$25,000 will be used for bonuses and incentives as rewards for achieving the CDA and/or accreditation through the National Association for Family Child Care. Bonuses will also be paid for providers and teachers who remain in the profession and achieve longevity.

Implementation of the training initiatives will involve an increase in the number of monthly training workshops from one to three, at least twice the number of community meetings, and a significant increase in the management responsibilities for the scholarship, accreditation and certification programs. The parenting education effort will require additional staff to manage the coordination of new training with existing programs to prevent duplication of effort. It will also involve the

development of at least three new sites, recruitment and training of volunteers and the identification of contractors who will facilitate the additional groups. These new efforts will require the approval of two grant funded positions to be located in the Office for Early Childhood Development:

- a parenting education coordinator position that would be responsible for the organization of parenting groups throughout the City and the recruitment of volunteers; and
- an additional training specialist position that would be responsible for organizing and implementing a professional development program and additional training in the targeted areas of literacy and child development.

These grant funded positions will terminate upon the expiration of the grant funding and the individuals who fill positions will be notified of this condition of employment and will sign an agreement of understanding with regard to this condition.

FISCAL IMPACT: The application to the Administration for Children and Families is for \$261,928 which includes funding for two grant funded positions at a cost of \$117,478. The required local match will be made up of Children's Fund dollars¹, and in-kind administrative and supervisory staff support, and office space.

In addition, the City is responsible for the normal administrative costs associated with this grant. These costs include financial and reporting oversight provided by the administering agency, as well as by the Office of Management and Budget and by the Finance Department. It should be noted that there are no monies available in the City budget to continue these activities once the grant funds are expended.

ATTACHMENTS: None. The grant application may be reviewed in the Office of Management and Budget, Room 3600, City Hall, and the Office for Early Childhood Development, Department of Human Services, 2525 Mt. Vernon Avenue.

STAFF:

Carol M. Farrell, Director, Office for Early Childhood Development
Jack Powers, Director of Community Programs
Meg O'Regan, Director of Human Services
Carol Moore, Acting Deputy Director, OMB

¹ The Family Support Project, which is recommended to receive \$151,000 in continuation funding from the FY 2002 Children's Fund, is designed specifically to provide supportive services to families of at-risk children. According to DHS staff, these supportive services can include providing a cash match to other grants that will provide supportive services to families of at-risk children.