



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING



JENNIFER M. GRANHOLM
GOVERNOR

MICHAEL P. FLANAGAN
SUPERINTENDENT OF
PUBLIC INSTRUCTION

September 10, 2009

MEMORANDUM

TO: Great Parents, Great Start Grantees

FROM: Colleen O'Connor, Consultant
Infant/Toddler and Family Services
Office of Early Childhood Education and Family Services

RE: Temporary Assistance for Needy Families (TANF) Maintenance of Effort Report (MOE) for the Sixth Year of the Great Parents, Great Start Program

We are now finishing the sixth funding year of the Great Parents, Great Start (GP,GS) program. I want to thank you for your commitment to families to continue this program with a small amount of funding. It is because of your commitment that all families across the state with children birth to five years of age have had an opportunity to access parenting education opportunities.

Attached is a 2008-2009 year-end report that must be submitted to the Michigan Department of Education (MDE) to allow MDE and each grantee to meet GP,GS statutory requirements. The first section reports on **target families and children**. The second section is an expenditure report of all GP,GS funds expended from October 1, 2008 through September 30, 2009, regardless of the GP,GS funding year. **Legislation requires submission by October 15th.**

Instructions for completing the report:

1. Enter the Name of the District and ISD Code on the designated lines.
2. Complete the **GP,GS Family/Child Data Report** section for the period of October 1, 2008 through September 30, 2009.

Please keep the following in mind as you complete this section of the report:

- Only count children and families for which **targeted services** were provided.
- Please be sure to only enter data for children and families of children who are **age-eligible** for the GP,GS program (birth through age five).

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608 WEST ALLEGAN STREET • P.O. BOX 30008 • LANSING, MICHIGAN 48909
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- Be sure your total number of children is greater than or equal to your total number of families.
 - Be sure your total number of children in families with income below 200 percent of the federal poverty guidelines is greater than or equal to your total number of families with income below 200 percent of the federal poverty guidelines.
 - Be sure your total number of families served is greater than or equal to your number of families with income below 200 percent of federal poverty guidelines.
 - Be sure your total number of children served is greater than or equal to your number of children in families with income below 200 percent of the federal poverty guidelines.
3. Complete the **TANF MOE Expenditure Report chart** showing the total amount of GP,GS grant funding and local match spent during the reporting period of October 1, 2008 through September 30, 2009. **Include all funds spent from FY 2008-2009 GP,GS funding as well as any earlier carryover funding from FY 2005-2006, 2006-2007, and 2007-2008 spent during the October 2008 through September 2009 time period.** If you complete the form in Excel, enter only numerals in the yellow highlighted cells. The cells are preformatted to show the dollar signs. The totals in the light green cells will automatically calculate. After completing the form in Excel, print a copy in **portrait format**. A preliminary electronic copy may be submitted by e-mail to occonnorc1@michigan.gov. **Submit by mail an original copy showing original signatures and dates.**

Note: Grantees who had remaining ASAP-PIE carryover during FY 2008-2009 are no longer required to report ASAP-PIE data for TANF MOE.

Should you have any questions regarding this memorandum or the required reports, please contact me at 517-241-4291 or by e-mail at occonnorc1@michigan.gov.

Enclosures