



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING

RICK SNYDER  
GOVERNOR

MICHAEL P. FLANAGAN  
SUPERINTENDENT OF  
PUBLIC INSTRUCTION

August 30, 2011

**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  
Michigan Office of Great Start

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

We are now finishing the eighth funding year of the Great Parents, Great Start (GP,GS) program. Thank you for your commitment to families by continuing this program with a small amount of funding. Your dedication has given families across the state with children birth to five years of age access to parenting education opportunities.

Attached is a 2010-2011 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, 2010 through September 30, 2011, regardless of the GP,GS funding year. **Legislation requires submission by October 15, 2011.**

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, 2010 through September 30, 2011.

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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- Be sure the total number of children is greater than or equal to the total number of families.
  - Be sure the total number of children in families with income below 200 percent of the federal poverty guidelines is greater than or equal to the total number of families with income below 200 percent of the federal poverty guidelines.
  - Be sure the total number of families served is greater than or equal to the number of families with income below 200 percent of federal poverty guidelines.
  - Be sure the total number of children served is greater than or equal to the 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, 2010 through September 30, 2011. **Include all funds spent from FY 2010-2011 GP,GS funding as well as any earlier carryover funding from FY 2009-2010 spent during the October 1, 2010 through September 30, 2011 time period.** If you complete the form in Excel, enter information into the yellow highlighted cells only; 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 me at [occonnorc1@michigan.gov](mailto:occonnorc1@michigan.gov). **Submit by mail an original copy showing original signatures and dates.**

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](mailto:occonnorc1@michigan.gov).

Enclosure