

## **IMPORTANT INFORMATION ABOUT THE 2019-2020 SECTION 32p(4) HOME VISITATION GRANTS**

The 2019-2020 Section 32p(4) Home Visitation Grants application **MUST** be submitted in the Michigan Electronics Grant System Plus (MEGS+) no later than October 25, 2019.

### **INTRODUCTION/PURPOSE**

The Section 32p(4) Home Visitation Grants are supported through Public Act 58 of 2019 under section 32p(4). Funds are allocated to intermediate school districts (ISDs) as fiduciaries of their Great Start Collaborative (GSC) or consortia of GSCs. Grantees are expected to implement home visitation services as part of a locally coordinated, family-centered, evidence-based, data-driven home visiting strategic plan. The goals of this funding are to improve school readiness including a focus on developmentally appropriate outcomes for early literacy, reduce the number of pupils retained in grade level, reduce the number of pupils requiring special education services, to improve positive parenting practices, and to improve family economic self-sufficiency while reducing the impact of high-risk factors through community resources and referrals. A home visiting program model that exhibits evidence in achieving improved school readiness must be selected.

The purpose of these grants is to contribute to Michigan's implementation of home visiting programs to families and their children birth through age eight who are experiencing factors that place the children at risk of not achieving success in school. The home visiting programs funded are expected to improve school readiness including a focus on developmentally appropriate outcomes for early literacy, reduce the number of pupils retained in grade level, reduce the number of pupils requiring special education services, to improve positive parenting practices, and to improve family economic self-sufficiency while reducing the impact of high-risk factors through community resources and referrals.

### **WHERE TO OBTAIN HELP**

The instructions contained in these materials are issued by the Michigan Department of Education (MDE), which is the sole point of contact in the state for this grant. Questions regarding this application should be directed to Rita Trinklein, Home Visitation Specialist, Office of Great Start/Early Childhood Development and Family Education, at 517-241-6073, or by email at [Trinkleinr@michigan.gov](mailto:Trinkleinr@michigan.gov).

### **FUNDING PROCESS**

MDE will award all identified funds for the Section 32p(4) Home Visitation Grants through allocation processes.

### **ELIGIBLE APPLICANTS/TARGET POPULATION TO BE SERVED BY GRANT**

ISDs or consortia of ISDs, as fiscal agents, are eligible applicants on behalf of their GSC(s). The locally coordinated, family-centered, evidence-based, data-driven home visit strategic plan, created as part of the application process by the GSC, will identify the most suitable home visit programs to serve at-risk children and their families, in addition to sub-set target populations based on community level needs and gaps, in accordance with the statute. To impact school readiness, the criteria for this grant that were approved by

the State Board of Education focuses the funds on serving families prenatally through kindergarten entry.

### **SERVICE AREA**

There are instances where the GSC and ISD do not have identical boundaries, and that the county or counties that are served may have yet different boundaries. Due to the fiduciary responsibility placed with the ISD, the GSC is to address the area that is covered by the ISD in the collaborative strategies.

### **CRITERIA ADOPTED BY THE STATE BOARD OF EDUCATION**

At its August 13, 2019 meeting, the State Board of Education approved the following grant criteria:

Each ISD or consortium of ISDs, as fiscal agents, that apply for funding for the purpose of providing home visits to at-risk children and their families must:

- develop and submit for approval a locally coordinated, family-centered, evidence-based, data-driven home visit strategic plan;\*
- select home visit program models that exhibit evidence in achieving improved school readiness;\*\*
- ensure the program implementation is coordinated with the continuum of local home visit initiatives, serving families prenatally through kindergarten entry;\*\*
- adhere to the terms and reporting requirements as outlined in Public Act 291 of 2012;\*\* and
- annually report to the department an evaluation of home visits.\*

\* Criteria Defined in Statute

\*\* Criteria Proposed by Staff

### **REQUIRED ATTACHMENTS**

ISDs that are awarded grant funds will be required to submit the following documentation, uploaded as attachments, before the submission of the application budget within MEGS+:

- Documentation of affiliate status for the selected evidenced-based home visitation model; and
- A brief narrative outlining the context and provision of the selected evidenced-based home visitation model(s) and those provided with other funding, including but not limited to, Section 32p EC Programming, Children's Trust Fund (CTF) and Maternal, Infant, and Early Childhood Home Visiting (MIECHV) funds.

### **BUDGET PREPARATION**

ISDs awarded grant funds will complete a budget within MEGS+. Funds may be used for the implementation of the Section 32p(4) Home Visitation Grant only. There is no indirect charge allowed on state school aid funds. Stipends to program participants are prohibited. Expenditures must be allowable, necessary, and reasonable.

Applicants must budget sufficient resources to meet expectations regarding data collection, storage and reporting to both the state as well as the national program model. Travel costs for participating in state support for quality improvement as well as an annual conference should be evident.

### **PAYMENT SCHEDULE**

Payment to each awarded grantee will be made through the State School Aid payment system.

### **EXPENDITURE PERIOD/CARRYOVER OF FUNDING**

The expenditure period for the implementation of the program and activities begins October 1, 2019 and ends September 30, 2020. Based on satisfactory performance and availability of funds appropriated in additional years, as well as the assessed needs of communities, MDE may extend grants for additional years.

### **FINANCIAL REPORTING**

Grant recipients will be responsible for completing an Interim Expenditure Report (IER), Final Expenditure Report (FER), and if applicable, a Carryover Final Expenditure Report (Carryover FER) within MEGS+ by deadlines identified by MDE.

### **CARRYOVER OF FUNDING**

The Section 32p(4) Grants for FY 2020 allow for carryover of the State Aid funds through June 30, 2021. Budgeting of any carryover amount into 2020-2021 will be documented in MEGS+.

### **INTERIM EXPENDITURE REPORT AND MID-YEAR PROGRESS REPORT-APRIL 30, 2020**

Mid-year reports on progress toward achieving goals delineated in the application will be required to be completed and uploaded for review in MEGS+. The Mid-Year Progress Report will also provide a brief update on implementation progress.

### **FY19 CARRYOVER FINAL EXPENDITURE REPORT-AUGUST 30, 2021**

In accordance with the Act, carryover funds from the preceding year must be expended by June 30, 2021. A report on FY20 carryover funds must be completed no later than August 30, 2021. Any unused funds must be returned to MDE no later than September 30, 2021.

### **MICHIGAN STUDENT DATA SYSTEM (MSDS) REPORTING-AUGUST 2019**

Information on each targeted child should be entered into MSDS Early Childhood Programs Component as part of the district's end-of-the-program reporting by the data certification date set for August 2020.

## **FINAL EXPENDITURE REPORT AND YEAR END PROGRESS REPORT- NOVEMBER 30, 2020**

Section 32p (5) indicates that, "Not later than December 1 of each year, each intermediate district shall provide a report to the department detailing the activities actually provided during the immediately preceding school year and the families and children actually served. At a minimum, the report shall include an evaluation of the services provided with additional funding under subsection (4) for home visits, using the goals identified in subsection (4) as the basis for the evaluation, including the degree to which school readiness was improved, any change in the number of pupils retained at grade level, and any change in the number of pupils receiving special education services. The department shall compile and summarize these reports and submit its summary to the house and senate appropriations subcommittees on school aid and to the house and senate fiscal agencies not later than February 15 of each year."

The FER is completed in MEGS+ no later than November 30, 2020, and a Year End report on progress toward achieving goals delineated in the application will be required to be completed and uploaded for review in MEGS+. The Year End Report must include a narrative status of the goals and objectives outlined in the application.

### **STATUTE**

Section 32p of the State School Aid Act, Public Act 58 of 2019.

Sec. 32p. (1) From the appropriation in section 11, there is allocated an amount not to exceed \$13,400,000.00 to intermediate districts for 2018-2019 for the purpose of providing early childhood funding to intermediate school districts to support the activities under subsection (2) and subsection (4), and to provide early childhood programs for children from birth through age 8. The funding provided to each intermediate district under this section shall be determined by the distribution formula established by the department's office of great start to provide equitable funding statewide. In order to receive funding under this section, each intermediate district shall provide an application to the office of great start not later than September 15 of the immediately preceding fiscal year indicating the activities planned to be provided.

(2) Each intermediate district or consortium of intermediate districts that receives funding under this section shall convene a local great start collaborative and a parent coalition. The goal of each great start collaborative and parent coalition shall be to ensure the coordination and expansion of local early childhood infrastructure and programs that allow every child in the community to achieve the following outcomes:

- (a) Children born healthy.
- (b) Children healthy, thriving, and developmentally on track from birth to third grade.
- (c) Children developmentally ready to succeed in school at the time of school entry.
- (d) Children prepared to succeed in fourth grade and beyond by reading proficiently by the end of third grade.

(3) Each local great start collaborative and parent coalition shall convene workgroups to make recommendations about community services designed to achieve the outcomes described in subsection (2) and to ensure that its local great start system includes the following supports for children from birth through age 8:

- (a) Physical health.
- (b) Social-emotional health.
- (c) Family supports and basic needs.

(d) Parent education.

(e) Early education, including the child's development of skills linked to success in foundational literacy, and care.

(4) From the funds allocated in subsection (1), at least \$2,500,000.00 shall be used for the purpose of providing home visits to at-risk children and their families. The home visits shall be conducted as part of a locally coordinated, family-centered, evidence-based, data-driven home visit strategic plan that is approved by the department. The goals of the home visits funded under this subsection shall be to improve school readiness using evidence-based methods, including a focus on developmentally appropriate outcomes for early literacy, to reduce the number of pupils retained in grade level, to reduce the number of pupils requiring special education services, to improve positive parenting practices, and to improve family economic self-sufficiency while reducing the impact of high-risk factors through community resources and referrals. The department shall coordinate the goals of the home visit strategic plans approved under this subsection with other state agency home visit programs in a way that strengthens Michigan's home visiting infrastructure and maximizes federal funds available for the purposes of at-risk family home visits. The coordination among departments and agencies is intended to avoid duplication of state services and spending and should emphasize efficient service delivery of home visiting programs.

(5) Not later than December 1 of each year, each intermediate district shall provide a report to the department detailing the activities actually provided during the immediately preceding school year and the families and children actually served. At a minimum, the report shall include an evaluation of the services provided with additional funding under subsection (4) for home visits, using the goals identified in subsection (4) as the basis for the evaluation, including the degree to which school readiness was improved, any change in the number of pupils retained at grade level, and any change in the number of pupils receiving special education services. The department shall compile and summarize these reports and submit its summary to the house and senate appropriations subcommittees on school aid and to the house and senate fiscal agencies not later than February 15 of each year.

(6) An intermediate district or consortium of intermediate districts that receives funding under this section may carry over any unexpended funds received under this section into the next fiscal year and may expend those unused funds through June 30 of the next fiscal year. A recipient of a grant shall return any unexpended grant funds to the department in the manner prescribed by the department not later than September 30 of the next fiscal year after the fiscal year in which the funds are received.