



Early Childhood

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Additional Information Regarding Kansas Preschool Pilot Funding 2019-2020

In order to meet the requirements of each funding source supporting the Kansas Preschool Pilot, grant awards consist of **both** Temporary Assistance for Needy Families (TANF) **and** Children's Initiatives Fund (CIF) funding. Each grant award letter includes the total grant amount, as well as how it is divided between Children's Initiatives Fund (CIF) state funding of Temporary Assistance for Needy Families (TANF) federal funding.

Pre-K Pilot CIF Grant payments should be deposited into the **Code 35-Gifts and Grants Fund, 3000 STATE SOURCES-3231 Pre-K Pilot Grant (CIF)**

Pre-K Pilot TANF Grant payments should be deposited into the **Code 35-Gifts and Grants Fund, 4000 FEDERAL SOURCES-4585 Pre-K Pilot Grant (TANF)**

Grantees will receive Pre-K Pilot-CIF grant payments in 4 quarterly payments. Each payment will be 25% of the total Pre-K Pilot-CIF grant amount. Quarterly CIF payments will be sent out on these dates: 8/15/19, 11/15/19, 2/14/20, and 5/22/20. Prior to the final payment on 5/22/20, KSDE will collect grantees' estimated final expenditures for the year to calculate their final payment, making any adjustments to their grants and paying the remaining grant balance to each grantee less any audit adjustments from 2018-19 Pre-K Pilot CIF grants.

Grantees will submit quarterly reimbursement requests for Pre-K Pilot-TANF grant payments using a web application. Additional information regarding the web application will be available at a later time. No administrative costs, as defined on the following page, will be reimbursed using TANF funds. Quarterly reimbursement requests will be due on:

- October 11, 2019 - July, August, and September operating expenses due
- January 13, 2020 - October, November and December operating expenses due
- April 13, 2020 - January, February and March operating expenses due
- July 13, 2020 - April, May and June operating expenses due

For example, USD 000 received a total Kansas Preschool Pilot grant amount of \$20,000. USD 000's grant award consists of \$10,000 in Children's Initiatives Fund (CIF) funding and \$10,000 of Temporary Assistance for Needy Families (TANF) funding. Assuming that USD 000 spends the entirety of their grant award, they will receive 4 quarterly Children's Initiatives Fund payments of \$2,500 each on 8/15/19, 11/15/19, 2/14/20, and 5/22/20. They will submit reimbursement requests for operating expenditures from TANF funds in an amount not to exceed \$10,000 total on 10/11/19, 1/13/2020, 4/13/2020, and 7/13/2020.

No administrative costs, as listed below, will be reimbursed with TANF funds.

§ 263.0 What definitions apply to this part?

(a) Except as noted in § 263.2(d), the general TANF definitions at § 260.30 through § 260.33 of this chapter apply to this part.

(b) The term “administrative costs” means costs necessary for the proper administration of the TANF program or separate State programs.

(1) It excludes direct costs of providing program services.

(i) For example, it excludes costs of providing diversion benefits and services, providing program information to clients, screening and assessments, development of employability plans, work activities, post-employment services, work supports, and case management. It also excludes costs for contracts devoted entirely to such activities.

(ii) It excludes the salaries and benefits costs for staff providing program services and the direct administrative costs associated with providing the services, such as the costs for supplies, equipment, travel, postage, utilities, rental of office space and maintenance of office space.

(2) It includes costs for general administration and coordination of these programs, including contract costs and all indirect (or overhead) costs. Examples of administrative costs include:

(i) Salaries and benefits of staff performing administrative and coordination functions;

(ii) Activities related to eligibility determinations;

(iii) Preparation of program plans, budgets, and schedules;

(iv) Monitoring of programs and projects;

(v) Fraud and abuse units;

(vi) Procurement activities;

(vii) Public relations;

(viii) Services related to accounting, litigation, audits, management of property, payroll, and personnel;

(ix) Costs for the goods and services required for administration of the program such as the costs for supplies, equipment, travel, postage, utilities, and rental of office space and maintenance of office space, provided that such costs are not excluded as a direct administrative cost for providing program services under paragraph (b)(1) of this section;

(x) Travel costs incurred for official business and not excluded as a direct administrative cost for providing program services under paragraph (b)(1) of this section;

(xi) Management information systems not related to the tracking and monitoring of TANF requirements (e.g., for a personnel and payroll system for State staff); and

(xii) Preparing reports and other documents.

Additional Information Regarding Kansas Preschool Pilot Grant Reporting Requirements 2019-2020

Kansas Preschool Pilot grantees agree that they shall submit reports to enable KSDE to perform its duties as specified, including program information, classroom practices and child assessment results required by KSDE. For 2019-2020, these include:

KIDS Collection System: Grantees agree that they shall obtain a Kansas Individual Data on Students number (KIDS SSID) for each child participating in the Kansas Preschool Pilot and participate in all required KSDE Data Collections, including entry in the KIDS Collection System. KIDS SSID's may be obtained through the ASGT Record to the KIDS Collection System. **All children included on the Kansas Preschool Pilot roster should be marked "1=YES" on field D54 D57 of the KIDS Collection System. All other children should be marked "0=NO".** Program administrators should communicate with district personnel responsible for data entry to ensure children participating in the Kansas Preschool Pilot are included in KIDS Data Collections.

End of Year Performance Reporting: Grantees agree that they shall enter requested data in the Foundations for School Success (FSS) data collection systems. At the end of the program year, grantees will submit the following information using the Foundations for School Success authenticated application:

Kansas Preschool Pilot grantees sign assurances that programs maintain a roster of all children enrolled in the Kansas Preschool Pilot. The following questions are for the children included on your 2019-2020 Kansas Preschool Pilot roster. When answering the following questions, please only use the children included on that roster.

1. Number of children on your Kansas Preschool Pilot roster _____

Kansas Preschool Pilot grantees sign assurances that the grantee implements an evidence-based assessment to measure children's developmental growth upon entry and exit of the program.

2a. Which evidence-based assessment is used to measure progress in the area of Literacy? Common titles have been pre-populated below. If your assessment is not available in the common titles, please select "Other (Please Specify)" and enter the title in its entirety. KSDE does not endorse specific assessment tools.

2b. Based on the data from this assessment, how many children in your Kansas Preschool Pilot program showed improvement in the area of Literacy from entry to exit of the program? _____

2c. How many total children were assessed in the area of Literacy from entry to exit of the program? _____

3a. Which Evidence-Based Assessment is used to measure progress in the area of Mathematics? Common titles have been pre-populated below. If your assessment is not available in the common titles, please select "Other (Please Specify)" and enter the title in its entirety. KSDE does not endorse specific assessment tools.

3b. Based on the data from this assessment, how many children in your Kansas Preschool Pilot program showed improvement in the area of Mathematics from entry to exit of the program? _____

3c. How many total children were assessed in the area of Mathematics from entry to exit of the program? _____

4a. Which Evidence-Based Assessment is used to measure progress in the area of Social Emotional Development? Common titles have been pre-populated below. If your assessment is not available in the common titles, please select "Other (Please Specify)" and enter the title in its entirety. KSDE does not endorse specific assessment tools.

4b. Based on the data from this assessment, how many children in your Kansas Preschool Pilot program showed improvement in the area of Social Emotional Development from entry to exit of the program? _____

4c. How many total children were assessed in the area of Social Emotional Development from entry to exit of the program? _____

End of Year Expenditure Reporting: Grantees will be asked to provide expenditures broken down by the following budget categories at the end of the year:

1000 Instruction

- 100 Salary
- 200 Employee Benefits
- 300 Purchased Professional & Tech. Serv.
- 400 Purchased Property Services
- 500 Other Purchased Services
- 600 Supplies & Materials
- 700 Property
- 1000 Subtotal

2000 Support Services

- 100 Support Services-Students
Travel & Subsistence
- 2720 Vehicle Operations Service
- 2000 Subtotal

3000 Operation of Non-Instructional Services

- 3100 Food Service Operations
- 3400 Student Activities
- 3000 Subtotal

Indirect Costs -Cannot exceed 8% (TANF funds cannot reimburse indirect costs)

GRAND TOTAL