



MINNESOTA TRIBAL RESOURCES FOR EARLY CHILDHOOD CARE

September 9, 2004

MnTRECC Grants Advisory Committee Member.

Thank you to those of you who were able to attend our first MnTRECC Grants Advisory Committee Meeting on August 25, 2004. For those of you who were not able to attend, we had a very successful meeting and hope to meet with you in the future.

Following is a summary of our meeting. If you have any questions, please feel free to call me at (218) 335-8240 or 1-800-551-0969.

Committee Orientation

- ☞ Purpose of committee is for members to develop a plan for distributing MnTRECC Grant funds and set priorities for awards to applicants.
- ☞ Committee members will meet at least twice (this being the first) within the grant period ending June 30, 2005. Another meeting will be scheduled for sometime in November or December to review applications. Members may be called at other times to discuss certain issues that might arise.
- ☞ Committee members may also need to meet to determine funding distribution for any funds that are unspent by April 30, 2005.
- ☞ The Department of Human Services (DHS) requires specific types of representation from Committee members. Most types have been filled except: School Age Care Provider, Public School Personnel and Community Employer. Please let Tamie know if you can recommend anyone who might be interested to fill these types of representation.
- ☞ As a Committee, we would also like to get a good geographic representation from the Tribal Reservations/Communities in Minnesota. We have members from Leech Lake, White Earth, Red Lake, Mille Lacs and Fond Du Lac.
- ☞ All Committee members are asked to distribute the attached "Public Notice" flyer around their community and recruit for applications requests.
- ☞ The MnTRECC Grant Round period begins September 7, 2004 and runs through October 29, 2004. Applications may be requested anytime during this period and must be post marked by October 29, 2004.
- ☞ All funds should be obligated by April 30, 2005 and distributed by May 30, 2005.

Categories & Funding Available

- ☞ DHS has given MnTRECC specific funding for each grant category.
 - ☞ **Child Care Services = \$9,810** – This category comprises:
 - Start-Up Funds and Technical Assistance Funds for **Family Child Care**
 - Start-Up Funds and Service Development Funds for **Center and School Age Child Care**. Associations and other agencies that develop child care services may also apply through this category.
 - Grants or Incentives for **Family, Friends and Neighbor (Informal, Legal Non-licensed, etc.) Care**.
 - Funds for **Emergency Situations**. Committee is not required to set aside funding in this category, but may choose to do so.
 - ☞ **Infant/Toddler Care = \$6,000** – This category comprises:
 - Funds to be specifically used for infant/toddler care in **Family Child Care** and **Center Child Care** settings.
 - ☞ **School Age Care = \$4,000** – This category comprises:
 - Funds to be specifically used for school age care in **Family Child Care** and **Center Child Care** settings.

Options and Requirements

- ☞ A **minimum** of 10% total funding is required to be set aside for applicants to apply for items to provide **Culturally Responsive Care**.
 - ☞ The Committee determined that \$1,981 should be spent on “culturally responsive care”. The application cover letter will indicate that applicants are encouraged to specify these items in their application, but it is not required. These items can be determined by the Grants Advisory Committee upon review of applications and/or be tracked internally if necessary.
- ☞ A **maximum** of 10% total funding may be set aside for Training Support.
 - ☞ The Committee determined that \$1,000 would be set aside for Tribal Child Care Programs to apply through MnTRECC for First Aid/CPR Training if needed for the Family, Friends and Neighbor Incentive (see explanation in FFN category)
- ☞ All grant recipients are required to complete **6 to 10 hours of training after award is given**. Hours are determined by amount requested. FFN does not require a specific number of training hours, but First Aid/CPR is priority.

Setting Priorities

- ☞ DHS has set required priorities of:
 - Providing training and professional development opportunities for child care providers
 - Enhancing the cultural responsiveness of Minnesota’s child care system
- ☞ MnTRECC Grants Advisory Committee has set additional priorities of:
 - Purchasing supplies, materials, resources and/or equipment to enhance and improve health related activities of children in care.
 - Purchasing supplies, materials, resources and/or equipment to enhance and improve safety related activities of children in care
 - Purchasing supplies, materials, resources and/or equipment to enhance and improve literacy development activities of children in care

- ☞ Items that will not be approved are:
 - ☞ Structural Items (unless required by licensor – with a \$250 maximum request)
 - ☞ Trampolines
 - ☞ Swimming Pools
 - ☞ Wheeled Walkers
 - ☞ Infant Swings or Playpens
 - ☞ Any item that limits the interaction with other children or adults (Play Stations, Game Boys, Computers, TVs, etc.)

Distributing Funds – *Please note that some figures have changed slightly as Training Support and Emergency funds can only come from Child Care Services category. Committee initially determined these funds to come from Infant/Toddler and School Age care at the Grants Advisory Meeting.*

- ☞ Funding distribution the Committee has determined for each grant category

☞ **Child Care Services = \$9,810**

- **Family Child Care - \$3,810**
 - › Culturally Responsive Care Minimum Total = \$531
 - › Maximum Amount to Apply For = \$500
 - › Number of Grants Available = Approximately 10
- **Center and School Age Child Care - \$3,000**
 - › Culturally Responsive Care Minimum Total = \$400
 - › Maximum Amount to Apply For = \$1,000
 - › Number of Grants Available = Approximately 3
- **Family, Friends and Neighbor (FFN) - \$1,500**
 - › Gift Certificate for \$50 from Discount School Supply and a First Aid Kit. (First Aid Kit donated through Leech Lake Child Care Services)
 - › Number of Incentive Packages Available = 30
 - › FFN Incentives will be offered January through March 2005.
 - › Tribal Child Care Programs who wish to provide FFN Incentive Packages for their Reservation will apply for FFN Incentive Packages through MnTRECC.
 - › Approvals will be determined on a first come-first serve basis.
 - › Tribal Child Care Programs will schedule First Aid/CPR Training and advertise training & availability of FFN Incentive Packages.
 - › Training Support set-aside may be used to cover costs of this training as long as there is a minimum number of 5 participants registered to attend. Other providers are also welcome to attend.
 - › FFN caregivers who attend will complete a FFN Grant application.
 - › Tribal Child Care Programs will send applications to MnTRECC.
 - › MnTRECC will distribute the appropriate number of Incentive Packages to the Tribal Child Care Program.
 - › Tamie will share this information at the next MnTRECC Planning Team Meeting on September 10, 2004.

- **Emergency Care - \$500**
 - › Maximum Amount to Apply For = \$250
 - › Number of Grants Available = Approximately 2
 - › Will be reviewed as they are submitted through phone

☞ **Infant/Toddler Care = \$6,000**

- **Family Child Care - \$3,800**
 - › Culturally Responsive Care Minimum Total = \$300
 - › Maximum Amount to Apply For = \$500
 - › Number of Grants Available = Approximately 6
- **Center and School Age Child Care - \$2,200**
 - › Culturally Responsive Care Minimum Total = \$200
 - › Maximum Amount to Apply For = \$1,000
 - › Number of Grants Available = Approximately 2

☞ **School Age Care = \$4,000**

- **Family Child Care - \$2,300**
 - › Culturally Responsive Care Minimum Total = \$250
 - › Maximum Amount to Apply For = \$500
 - › Number of Grants Available = Approximately 5
- **Center and School Age Child Care - \$1,700**
 - › Culturally Responsive Care Minimum Total = \$300
 - › Maximum Amount to Apply For = \$700
 - › Number of Grants Available = Approximately 2

Application Review Teams

- ☞ Copies of applications submitted will be sent to reviewers to individually rate and score. All reviewers will meet to discuss scores and determine final awards.
- ☞ Copies of applications will be sent to reviewers during the first week in November 2004.
- ☞ Review Meeting has been tentatively scheduled for December 3rd at the Leech Lake Early Childhood Development Complex from 9:00 am to 12:00 pm.
 - ☞ Heidi Mans, Ruth Whitefeather and Angie Schoenborn will review applications from **Leech Lake, White Earth, Fond Du Lac and Shakopee Midewankanton.**
 - ☞ Delia Bellanger, Sharon Schaaf and Peggy Gordon will review applications from **Mille Lacs, Prairie Island and Red Lake.**
 - ☞ Sheila Bruchette, Millicent Simonson and Robbin Miller will review applications from **Grand Portage, Bois Forte, Upper Sioux and Lower Sioux.** Applications from Southern Minnesota where there are no Tribal Reservation will also be reviewed by this team
 - ☞ Peggy Gordon, Heidi Mans and Robbin Miller will be called to discuss any Emergency applications or Start-Up applications that come in after the application deadline of October 29th.

Other Meeting Notes

- ☞ A cover letter will be sent with each application to inform and/or remind applicants of some specific issues such as:
 - Culturally Responsive Care Definition
 - Encouragement to separate culturally responsive items in application
 - An attached “ cultural resources” list
 - List of attachments that must be submitted
 - Statement to call local CRR and check if “Grant Writing Workshops” are offered.
 - Definition of age groups (according to licenser in community or county)
 - Suggestions for eligible “start-up” expenses (license fees, background checks, etc)
 - Reminder that applications must be post marked by October 29, 2004.

- ☞ Tracking Forms will be developed to track “Application Requests” and reasons why applicants were ineligible.

Next meeting

December 3, 2004 - 9:00 am to 12:00 pm - Leech Lake Early Childhood Complex.

Meeting adjourned at 2:40 p.m.