

KANSAS CHILDREN'S CABINET AND TRUST FUND



Pre-Kindergarten Pilot Letter of Intent Guidelines

Kansas Children's Cabinet and Trust Fund

Jim Redmon, Executive Director

Landon State Office Building, Room 152

900 S.W. Jackson

Topeka KS 66612-1221

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**5 LETTERS OF INTENT (ONE ORIGINAL AND FOUR COPIES) ARE TO BE RECEIVED BY
THE KANSAS CHILDREN'S CABINET AND TRUST FUND NO LATER THAN 5:00 P.M.
THURSDAY, APRIL 26, 2006**

KANSAS CHILDREN'S CABINET AND TRUST FUND

PREK LETTER OF INTENT COVER PAGE

A. APPLICANT AGENCY (NAME, ADDRESS, TELEPHONE, FAX, E-MAIL AND WEBSITE ADDRESS)		C. OFFICIAL AUTHORIZED TO SIGN APPLICATION (NAME, TITLE, ADDRESS, TELEPHONE, FAX, AND E-MAIL)	
B. TYPE OF AGENCY ___ PUBLIC ___ PRIVATE ___ OTHER		SIGNATURE _____	
D. PROJECT DIRECTOR/PRIMARY CONTACT (NAME, ADDRESS, TELEPHONE, FAX, AND E-MAIL).		E. FINANCIAL OFFICER (NAME, TITLE, ADDRESS, TELEPHONE, FAX AND EMAIL)	
G. TITLE OF PROJECT			
H. GEOGRAPHIC AREA TO BE SERVED & TARGET POPULATION (TYPE AND NUMBERS)			
I. FEDERAL IDENTIFICATION NUMBER (FEIN)		K. ANTICIPATED PROJECT COSTS	
J. APPLICANTS FISCAL YEAR		1. GRANT FUNDS REQUESTED \$ _____	
ABSTRACT: Please include a brief (100 words or less) overview of the project. Font size may be 10 point, if necessary, in this box.			

**Pre Kindergarten Letter of Intent
Kansas Children's Cabinet and Trust Fund**

The Kansas Children's Cabinet and Trust Fund announces the invitation for Letters of Intent to apply for PreK pilots from the following counties. Final determination of included counties will depend on state funding levels:

**Barber
Chase
Comanche
Crawford
Douglas
Finney
Ford
Gray
Harper
Kingman
Leavenworth
Meade
Montgomery
Morris
Neosho
Riley**

Letters of Intent are due no later than 5:00 p.m. Thursday, APRIL 26 , 2007 to:

The Kansas Children's Cabinet and Trust Fund
Landon State Office Building, Room 152,
900 SW Jackson, Topeka, Kansas 66612-1221

Timeline:

Letters of Intent due	Thursday, April 26 , 2007
Invitation to apply for full grants	Monday, May 7, 2007
Proposals due to Kansas Children's Cabinet and Trust Fund	Friday, June 1, 2007
Funding decisions	Friday, June 15, 2007
Grant award	July 1, 2007-June 30, 2008

FUNDING FOR THE PRE KINDERGARDEN PILOTS IS CONTIGENT UPON FINAL FY 2008 BUDGET.

For information, contact:

Jim Redmon, Executive Director

Dyogga Adegboire, Program Consultant

Kansas Children's Cabinet and Trust Fund at 785-368-7044.

KANSAS PRE-KINDERGARDEN LETTERS OF INTENT

I. Background

- A. **Kansas Children's Cabinet Mission:** Putting Kansas children first by funding initiatives that work.
- B. **Kansas Children's Cabinet Vision:** To enhance the lives of Kansas children by providing comprehensive, integrated, community-based initiatives that support safe and healthy children and families.

C. PRE KINDERGARDEN Background

The achievement gap starts long before children arrive at school and nearly 1/3 of children in Kansas arrive at school without the basic skills needed for success. High quality pre-kindergarten experiences have been proven to improve children's school readiness and academic achievement in the early grades, saving the public schools money through reduced grade retention and need for special education services. In Kansas:

- 88% of children who have problems reading in first grade still have problems reading in 4th grade and 74% of children who have problems reading in third grade still have problems reading in 9th grade
- Lower SES children enter school with much poorer skills in the major areas of development and learning. Average achievement scores for kindergarten children in the highest SES group are 60 percent higher than those in the lowest SES group
- Nearly 1/3 of children in Kansas arrive at school without the basic skills needed for success
- While Kansas ranks 3rd in the nation for having the largest proportion of public school 8th graders scoring at the highest two levels in reading, in 2002 only 51.2% of students in K-8 grade were proficient or above in reading
- Long term projections (20 years out) of the prison population nationally are based on the reading achievement of 3rd graders.

D. PREK Outcome:

- Children enter school ready to succeed.

E. PREK Framework:

The proposal must reflect community planning and input. Proposed strategies must represent research and evidence based practices in early childhood care and education.

G. Location

Letters of Intent for this pilot will only be accepted from the following counties. **Final determination of included counties will depend on state funding levels:**

**Barber
Chase
Comanche
Crawford
Douglas
Finney
Ford
Gray
Harper
Kingman
Leavenworth
Meade
Montgomery
Morris
Neosho
Riley**

H. Eligible Applicants

Grants will be awarded to school districts and not-for-profit community partnerships or to nonprofit community agencies on behalf of a coalition of service providers. It is suggested that existing coalitions be utilized whenever possible and expanded if necessary. Membership of the community partnership should include representation from the following: mental health center, private child care providers, cooperative extension, Head Start, Social and Rehabilitation Services, schools, health department, the faith based community, businesses, family representatives, community colleges or universities, library, government, child care resource and referral agencies, Interagency Coordinating Councils, other nonprofit organizations, or foundations. Community foundations may apply and are subject to the same conditions

I. Pre Kindergarten (PreK) Standards

Letters of Intent should explain how they will meet the following standards:

- The teacher:child ratio will be no higher than 1:10 (1:8 preferable)
- The class size will not exceed 20 children
- Lead teachers must hold at least an AA in early childhood education or a closely related field; lead teachers must agree to achieve a BA within 5 years of becoming a PreK Pilot site *Scholarship funding will be available to assist teachers with achieving the BA*
- Teacher assistants must hold a Child Development Associate (CDA) or equivalent
- Teachers and assistant teachers should receive compensation and benefits equivalent to similarly qualified teachers in the public school

- Teachers must participate in at least 15 hours of in-service training annually
- All classrooms must implement a research-based curriculum
- The pre-k experience through the PreK Pilots must be implemented at least 3.5 hours a day, 185 days a year (following the traditional school year)
- All classrooms must agree to receive a Kansas Quality Rating System (KQRS) assessment prior to becoming a PreK Pilot site. In order to participate, all classrooms must be at least 3 stars. PreK Pilot sites must be reassessed annually. *The cost of the KQRS assessment does not need to be reflected in letter of intent budget; these costs will be funded elsewhere.*
- All classrooms must agree to implement the support recommended by the quality improvement plan that will come from the assessment. These supports may include technical assistance, classroom upgrades and/or teacher training. *The cost of the KQRS support does not need to be reflected in letter of intent budget; these costs will be funded elsewhere.*
- All classrooms must agree to participate in child evaluation at the beginning and end of the school year. *The cost and implementation of the child evaluation does not need to be reflected in letter of intent budget; these costs will be funded elsewhere.*
- Every 4 classrooms will have a family services worker (similar to the family advocate role in Head Start) who would provide referrals and additional support to families that need it. It is assumed that this professional will hold an MSW (or related degree) or a minimum of a BA and 5 years closely related experience.

Applicants must further explain their plans for:

- Recruitment of participants for the PreK Pilots:
 - The priority for enrollment will include 1) children eligible for free lunch, 2) children eligible for reduced lunch, 3) single parent families, 4) teen parents, 5) parent lacking a high school diploma or GED, 6) referrals of at-risk 4 year-olds from early childhood programs, 7) limited English proficiency, 8) developmentally or academically delayed based on assessments, or 9) SRS referral 10) children of active duty military.
 - At least 50% of children enrolled in the PreK Pilots must meet these criteria.
- Blending, integrating and/or braiding other sources of funding to maximize the cost effectiveness of the PreK pilots.
- The number of children served and the number of classrooms that are anticipated to be funded through this pilot.
- **Implementation of the PreK Pilot:**
 - Approximately 50% of the spaces will be in public schools and 50% of the spaces would be in existing child care and Head Start programs (including faith-based programs) that meet all of the program standards outlined in this RFP. If your community does not have the capacity to meet this ratio of school/community-based

early childhood programs, explain what capacity exists in the community and what an alternative plans are being developed.

- If a community chooses to use their existing 4 Year Old At-Risk program as a PreK Pilot classroom, they must either add an additional 4 hours to the Prek experience *or* use the additional funding (difference between PreK Pilot funding and 4 Year Old At-Risk funding) to improve the existing program to meet the PreK Pilot standards. This implementation must be explained in the application.
- If a community chooses to use a Head Start classroom as a PreK Pilot classroom they must add an additional 3.5 hours to the Head Start experience and limit the class to 4 year olds. How this will be implemented must be explained in the application.

If a community chooses to use a child care classroom as a PreK pilot classroom it must ensure that the classroom meets the standards of the PreK Pilot for at least 4 hours a day, 185 days a year.

- Funding: It is anticipated that \$3.5 million dollars will be allocated to the new pilots. Additional foundation and private support may also be forthcoming. **All funding is contingent upon FY 2008 budget approval and securing additional resources.**
- Recipients of funds must be willing to participate in an evaluation conducted by a qualified independent agency or individual selected by the Cabinet.

II. Letters of Intent format:

- A. Letters of Intent should be no more than 4 pages in length (not including Cover and budget pages)
- B. Letters of Intent should include (in this order):
 - Letter of Intent Cover page (see page 2)

Brief overview of plans for implementing Pre-Kindergarten pilots using background material from Section I of these instructions.

Potential and current community partners and how the applicant either is currently or plans to collaborate with other organizations and groups.

Preliminary Budget based on number of classrooms and children served.

ALL LETTERS OF INTENT MUST BE AT THE KANSAS CHILDREN'S CABINET OFFICE BY 5:00 pm April 26, 2007.

Budget Sheet

FUNDING SOURCE	GRANT REQUEST	ALL OTHER	TOTAL
1. PERSONNEL GROSS SALARY & FRINGE BENEFITS			
2. TRAVEL AND SUBSISTENCE			
3. FURNITURE AND EQUIPMENT			
4. SUPPLIES			
5. CONTRACTUAL			
6. STAFF EDUCATION AND TRAINING			
7. BUILDING, SPACE, AND MAINTENANCE			
8. OTHER (SPECIFY)			
9. OTHER (SPECIFY)			
10. OTHER (SPECIFY)			
11. INDIRECT COSTS			
12. TOTAL OF 1-11			