AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

Agenda Item: THB Contract - Early Childhood Council

Action Requested: Board of County Commissioners' Signature

Parties to the Agreement: Temple Hoyne Buell

Term Begins: September 1, 2018 **Term Ends:** 8/31/2019 **Grant Contract #:** 9133

Summary:

Continuation funding for the Gunnison Hinsdale Early Childhood Council. $30,000 per year (an increase over $15,000 last year).

Fiscal Impact:

Submitted by: Margaret Wacker **Submitter's Email Address:** mwacker@gunnisoncounty.org

Finance Review: (●) Required ( ) Not Required

Comments:
Is being considered in projections and budget during 2019 budget preparation. No concerns. ln

Reviewed by: GUNCOUNTY1\lNienhueser Discharge Date: 8/24/2018

County Attorney Review: (●) Required ( ) Not Required

Comments:
ok db 8/29/18

Reveiwed by: GUNCOUNTY1\dBaumgarten Discharge Date: 8/29/2018 Certificate of Insurance Required Yes ( ) No (●)

County Manager Review:

Comments:

Reveiwed by: GUNCOUNTY1\mbirnie Discharge Date: 8/29/2018

(●) Consent Agenda ( ) Regular Agenda ( ) Worksession Time Allotted: 0

Agenda Date: 9/4/2018

Revised April 2015

BUELL FOUNDATION
Investing in Colorado's Future

August 17, 2018

Matthew Birnie, County Manager
Gunnison County
c/o Gunnison Hinsdale Early Childhood Council
225 N. Pine Street, Suite E
Gunnison, CO 81230

Re: Grant # 9133

Dear Mr. Birnie:

The Trustees of the Temple Hoyne Buell Foundation are pleased to inform you that a grant has been approved in the amount of $30,000.00 to be used as follows: $15,000 for infrastructure and systems building, $6,000 for quality improvement, and $9,000 for increased access to child care. Please reference the grant number in any correspondence related to this grant.

This grant has been approved based upon the following terms and conditions:

1. Tax Exempt Status: The organization is a nonprofit recognized by the Internal Revenue Service as a public charity as described in Sections 501(c)(3) and 509(a)(1) of the IRS Code of 1986 as amended (the "Code") or a governmental agency organized under the laws of the State of Colorado.

2. Expenditure of Funds: This grant, and any income earned upon investment of grant funds, is made for the charitable purposes outlined above and may not be expended for any other purpose without this Foundation's prior written approval. The grant period is *September 1, 2018* through *August 31, 2019*. Any unexpended funds, or funds used for purposes other than those allowed by this agreement, must be returned to the Foundation upon written notice.

3. Records and Reports: You are required to keep the financial records with respect to this grant and to provide this Foundation with a written report summarizing the use of all grant funds after funds have been expended, due no later than September 30, 2019, and other reports as we may reasonably require. All records shall be retained for at least four years following the year in which all grant funds are fully expended.

4. Required Notification: You are required to provide this Foundation with *immediate written notification* of (a) any change in your organization's tax-exempt status, (b) any inquiry or audit by the Internal Revenue Service, (c) your inability to expend the grant for the purposes described in this letter, or (d) any expenditure from this grant made for any purposes other than those for which the grant was intended. Additionally, you must submit a written request to us *in advance* if the funds cannot be expended within the stated grant period.

5. Reasonable Access: You will permit this Foundation and its representatives reasonable access to your files, records, accounts, and personnel for purposes of making such financial audits, verifications, or program evaluations as this Foundation deems necessary or appropriate concerning this grant award.

6. Condition of Grant: This grant is conditioned upon your acceptance of the terms set forth above, and this Foundation reserves the right to discontinue, modify, or withhold any payment under this grant award, or to

request a refund of any grant funds, if it reasonably determines that your organization has not fully complied with the terms and conditions of this grant.

7. Publicity: This Foundation may include information concerning this grant, including the amount and purpose of the grant and any related materials (including your logo and trademark and other information about your organization and its activities) in the Foundation's periodic public reports, newspapers, and news releases. You will obtain the Foundation's approval, which shall not be unreasonably withheld, concerning the text of any proposed publicity concerning this grant prior to its release.

8. Representations: Your representations contained in this letter are true and may be relied upon by the Foundation. You will immediately notify the Foundation in writing if you fail to comply with any provision of this letter or if any of your representations are no longer true.

If the conditions of this grant meet with your approval, please sign and return one copy of this letter ***with original authorized signatures*** to the Foundation within 14 days after its receipt. A check will be issued within three weeks of our receipt of the signed contract.

Congratulations on this recognition of your important efforts. We look forward to working with you during the coming year.

Sincerely,

Susan J. Steele
Executive Director

AGREED AND ACCEPTED BY THE UNDERSIGNED AUTHORIZED SIGNATORIES
(all signatures below are required):

x _____
Signature, Commissioner
Gunnison County

Printed Name:_____

Title:_____

Date:_____

x _____
Signature, County Manager
Gunnison County

Printed Name:_____

Title:_____

Date:_____

x _____
Signature, Coordinator
Gunnison Hinsdale Early Childhood Council

Printed Name: Margaret Wacker

Title: Council Coordinator

Date: 8/22/18

BUELL FOUNDATION
Investing in Colorado's Future

EARLY CHILDHOOD COUNCIL APPLICATION

SUMMARY SHEET FORM

Legal Name of Organization:

Gunnison County

DBA (if applicable): Gunnison Hinsdale Early Childhood Council (GHECC)

Mailing Address (and Physical Address if it is different and not confidential):

225 N. Pine St.
Gunnison, CO 81230

Phone: 970-641-7913 **Fax:** 970-641-8346 **EIN:** 84-60000770

Website: www.eccgh.org

Organization Email Address: mwacker@gunnisoncounty.org

Name of CEO or Executive Director: Matthew Birnie

Phone: 970-641-7602 **Email:** mbirnie@gunnisoncounty.org

Application Contact & Title (if *not* the CEO or Executive Director)**:**

Margaret Wacker, GHECC Coordinator

Phone: 970-641-7913 **Email:** mwacker@gunnisoncounty.org

ORGANIZATION INFORMATION

Year Founded: 2007

Mission Statement:

The Mission of the Gunnison Hinsdale Early Childhood Council is to expand and improve early childhood services and educational opportunities for families in Gunnison and Hinsdale counties.

Geographic Area Served (specific to this proposal)**:**

Gunnison and Hinsdale Counties of Colorado

Tax Exemption Status:

☐ 501(c)(3)

☐ Using a fiscal agent/fiscal sponsor
Name of fiscal agent/sponsor:

X Other than 501(c)(3), describe: Government entity

Number of Employees: **Full-time:** **Part-time:** 3

GRANT REQUEST INFORMATION

If you are unsure about how to fill out this section, please review the Application Guidance document and/or call your Program Officer.

Total Amount of Request: **$30,000**

Type of Grant Requested (select all that apply)**:**

Required request area for all applicants:

☐ Infrastructure& Systems Building $15,000

Optional request areas:

☐ Workforce & Professional Development $5,000

☐ Quality Improvement $6,000

☐ Increased Access to Child Care $4,000

☐ Direct Services (Call your Program Officer) $

Name of direct service program(s):

Note:

This funding is **intended to primarily support** councils that have seen a reduction in state systems building funding; however, we do want to understand the needs of all councils. For those councils receiving an increase in funding from the state, we ask that you identify **specific needs and gaps** that cannot be accomplished with your current state funding for consideration.

FINANCIAL INFORMATION

Budget numbers should match the numbers presented in Attachments 1

Organization's Current Budget for Fiscal Year Ending: 12/31/2017_

Income: 115,465 **Expenses:** 103,700

By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge.

CEO/Executive Director **Date**

NARRATIVE

Limit narrative to no more than four pages (not including the council matrix).

1. **EARLY CHILDHOOD COUNCILS – QUALITY INDICATORS MATRIX.** Please complete the matrix of council activities included at the end of the application packet.

2. **ORGANIZATION BACKGROUND.** Discuss the founding and development of the council. Explain the original issue and/or opportunity the council was founded to address and how that may have changed over time.

   The Gunnison-Hinsdale Early Childhood Council (GHECC) was brought to our community in July of 2007 by Gunnison County's Department of Health and Human Services Department (DHHS) in order to improve local early childhood services and educational opportunities for children in these counties. The GHECC works in conjunction with Early Childhood Councils across Colorado to address the goals of HB 07-1062 which expresses a statewide need for increasing and sustaining the quality, accessibility, capacity, and affordability of services for children and their parents to help parents raise their children to be successful at school, at work, and in the community.
   After receiving grant funding from the Colorado Department of Education (CDE) in 2008, our council began working to create a comprehensive early childhood system. Our council recently created a new strategic plan that is aligned to the new Colorado Early Childhood Framework with goals and strategies that span across the three domains of Early Learning, Health and Well Being, and Family Support and Parent Education. In our new strategic plan the council has placed much more emphasis on expanding quality in childcare and increasing access to childcare.

3. **PROGRAMS & ACTIVITIES.** Expand on the information included in the matrix to provide a deeper explanation of the following areas as well as how Buell funds might be used to support your efforts. Use this space to share how all areas intersect to create a stronger local early childhood system.
   a. Infrastructure/Systems Building

      As mentioned in the matrix the council meets 6-8 times per year and has participation from a variety of stakeholders. Our council has an executive board that in the past has made critical decisions regarding funding and planning. Strengthening the engagement of this body is still a goal of the council staff. In the past we have had some difficulty in arranging meetings with this group and plan to better engage this group in the upcoming year as we make strides towards addressing some of the issues that are surfacing in the early childhood landscape of Gunnison and Hinsdale Counties such as recruiting and retaining workforce and lack of access to quality, affordable childcare.

      With the gradual decrease in funding from CDHS that our council will experience in the next few years securing funding from outside sources to support our efforts is crucial as we plan to further develop our council's infrastructure. The council has been fortunate as we have been able to maintain our staff throughout the years, this would not be possible

without the funding our council receives from outside sources such as Temple Hoyne Buell Foundation and the Community Foundation of the Gunnison Valley.

We hope to use our THB funding to expand staffing, as well as potentially add staffing for outreach to home providers and Spanish speaking families using Family Friend and Neighbor care.

b. Workforce/Professional Development

- Currently CDHS Colorado Shines funding helps us provide coaching and PDIS work with our childcare sites. However there is still the major issue of workforce recruitment and retention. We hope to use new funding from THB to increase staff hours so that we can spend more time working on workforce recruitment and retention efforts. We also plan on using THB funding to help subsidize our annual conference, which provides at least 6 training hours and part of a CEU to local teachers.
- We anticipate increased involvement in the near future from council members, especially members of our executive board as the council continues to explore solutions to the important issues of expanding and supporting the early childhood workforce. The council plans to continue the workforce conversation as we engage more key stakeholders from our two counties including employers, Technical College of the Rockies, Western State Colorado University, the City of Gunnison, and others from Gunnison County to develop a plan to make more ECE courses accessible to Gunnison and Hinsdale County residents. This Early Childhood Resource Planning group will also look into ways to obtain better pay for early childhood professionals. All of the efforts described will require more staff time to schedule, plan, and facilitate meetings as the two counties develop a comprehensive plan.
- Gunnison School District Pathways Program is a partnership between our school district and Technical College of the Rockies, the partnership just started offering in seat and online ECE courses to individuals in Gunnison and Hinsdale Counties. Also in partnership with Technical College of the Rockies individuals enrolled in the locally offered Expanding Quality in Infant and Toddler Care and/or the Pyramid Plus Approach 18 session training can also receive ECE credits through Technical College of the Rockies. The GHECC will continue to offer many professional development opportunities for early childhood professionals such as the EQIT course and coaching associated with the course and our annual nurturing the young child conference.

c. Quality Improvement

Our council has been increasing our capacity to manage quality improvement activities. We maintain a part-time coach, who is also a Pyramid Model coach for a different project. We have continued to provide EQIT once per year with coaching. We do Colorado Shines coaching and manage Colorado Shines QI dollars for materials and PD. This year we are attempting to help HHS spend $30,000 in TANF reserves for quality improvement. We only have 2 centers who still need to rate, the rest of them have rated. This year we have tried to maintain our coaching and still focus in on the 2 unrated centers and home providers. We also are interested in improving quality of unlicensed care situations. We are planning on how we might do that.

d. Increased Access to Child Care

One goal in the GHECC's strategic plan is to increase access to learning experiences and environments that are high quality, developmentally appropriate and affordable. A strategy to support this goal is to increase the number of licensed providers and slots through outreach and referrals to potential home providers. In recent years we have lost 8 home providers, this has put significant strain on families in our community as they shuffle to find childcare, especially infant and toddler care. A main focus of the Early Childhood Resource Planning group is to look at ways to address this issue. The council would also like to pay a current or former home provider in the area to do outreach to unlicensed individuals who are currently watching children in their home to see if they would consider pursuing a childcare license. The council believes this individual could provide valuable feedback on ways we could engage the home provider community in the Colorado Shines process as well as ways that the council can individuals interested in becoming licensed through the licensing process.
Additionally we would like to increase outreach to Spanish Family Friend and Neighbor care providers. Eventually we would like to provide trainings in Spanish to improve the quality of childcare occurring in those FFN environments.

e. Direct Services - If your council provides direct services to children, families or providers, please detail each of those programs, including the curricula/approach, target audience, frequency, duration, evaluation tools, etc. (This type of request must first be discussed with your Program Officer.) Not applicable.

4. STATE FUNDS. Explain this year's level of support from the State of Colorado, anticipated support through the next three years and how any changes will impact the council's programs and activities. In addition to a narrative description of the changes, please complete the following table (make adjustments as needed).

2016-2017		2017-2018		2018-2019		2019-2020	
Systems Building	QI Base	Systems Building	QI Base	Systems Building	QI Base	Systems Building	QI Base
59202	15,000	55,002	15,000	48,981	15,000	44,601	15,000

5. EVALUATION.

a. How do you define success across the three domains of the Early Childhood Colorado Framework? Early Learning Domain: We measure increases in Quality Rating among our sites. **We are starting to measure the impact we are having on teacher credential level. Eventually I'd like to measure the number of kids impacted by these quality improvement activities, but don't have that yet. We haven't started measuring impact across all 3 domains yet. This is a need.**

b. Describe how the council measures impact and evaluates progress (both organizational as well as programmatic). Include any specific tools or indicators used.
We measure impact of quality activities though the rating results and credential levels of teachers. We have used a survey in the past of the council on their opinions on the organization of the council. We need to do this again.

i. Summarize key evaluation results for the tools identified.

c. What evaluation needs does your council have?
We still need to identify ways to measure outcomes for the Health and Wellbeing domain and the Family Support Domain.

6. **BOARD/GOVERNANCE.** Describe the role of the board of directors in advancing the mission of the council. Include the key issues related to board effectiveness that are being addressed this year, the council's policy regarding board terms, and the percentage of the board that contributes financially to the organization.
Our council is not a non-profit and does not have a board. Governance is achieved through the voting of our council members and the policies and procedures of our fiscal agent. Our council is made up of a voting body of members. They sign an MOU that lasts for 1 year. Voting occurs on the grant budgets and on the strategic plan. We have an executive team made up of our domain leaders, which is still based on the 4 domains of the last Early Childhood Framework. This executive team helps advise the council coordinator in setting the agenda and on quick decisions that need to be made. These are also 1 year terms, however we have lack of people willing to volunteer for these positions, so they often remain the same person volunteering year after year. Council staff are managed by Gunnison County staff.

7. **PLANNING.**
   a. Describe the challenges and opportunities facing the organization in the next three to five years.
   The main challenge for the council will be to maintain and increase staff capacity in order to achieve the ambitious strategic plan. There is much quality improvement and capacity building still to do and we need staff to be able to do it. The opportunity is to work within Gunnison County Health and Human services and integrate some of this work into more traditional human services, like Child Care Assistance administration.
   b. Describe how the organization engages in planning and the focus of any current planning efforts. **The council engages in planning at least annually, when we write a new grant. We often also have community stakeholder meetings to help inform our strategic plan and how we operate, for instance we held one this year on parenting classes and supports.**

8. **OPTIONAL.** If there is additional information that is vital to convey in this proposal, include that information here.

ATTACHMENTS

Label each attachment and provide in the order listed.

Financial Attachments

Note: Provide explanations for items that may raise questions in any of the attached financial documents. The explanations can be written onto the documents themselves or included as an additional page.

1. **BUDGETS**
   Complete the attached budget form. You may also include a current operating budget if you feel it helps to provide clarity.

2. **CURRENT (YEAR-TO-DATE) FINANCIAL STATEMENTS**
   Include a Balance Sheet and Profit & Loss Statement through the most recently completed operating month available (must be within the past three months).

3. **YEAR-END FINANCIAL STATEMENTS, AUDIT, AND SOURCES OF INCOME**
   Include the most recent fiscal year-end financial statements, audited if available.

   Sources of Income Table. Complete the table below for the council as a whole, based on the most recently completed fiscal year. Do not complete for the fiscal sponsor.

Percentage	Funding Source
79 %	Government grants (federal, state, county, local)
%	Government contracts
19 %	Foundations
%	Business
%	Events (include event sponsorships)
%	Individual contributions
2 %	Fees/earned income
%	Workplace giving campaigns
%	In-kind contributions (optional)
%	Other
%	**TOTAL (must equal 100%.)**

4. **MAJOR CONTRIBUTORS**
   List major contributors (foundations, businesses, government, individuals) with amounts for each of the past two fiscal years. Do not include names of individual donors.

5. **IN-KIND CONTRIBUTIONS**
   Summary of significant in-kind donations (donated goods and professional services) received by the council in the last two fiscal years.

Other Attachments

6. **BOARD OF DIRECTORS LIST**
   Include the following information for each board member:

   a. Position(s) on the board (officer and committee positions)
   b. Occupation and name of employer and/or affiliation(s)
   c. City or county of residence
   d. Term end date for each board member

7. **PROOF OF IRS FEDERAL TAX-EXEMPT STATUS**
   Also called a Letter of Determination, this letter must be dated within the last five years. If your council is housed at a government agency, please include a letter from the agency describing the relationship with and oversight of the council (sample letters can be provided if needed).

8. **ANTI-DISCRIMINATION STATEMENT**
   Include the policy adopted by the board of directors.

9. **LIST OF NAMES, TITLES AND QUALIFICATIONS OF KEY STAFF**
   Include the length of service with the organization. *Do not* include job descriptions or resumes.

10. **ANNUAL REPORT**
    If available.

11. **STRATEGIC PLAN**
    Submit your current strategic plan (this may be the plan developed for the 2017 CDHS RFA).

12. **EVALUATION RESULTS (optional)**
    Provide the council's most recent evaluation results or findings, relevant to this request if that information is not already included in Question 5 of the narrative.

Additional Attachments for Fiscal Agents/Fiscal Sponsors

If your council uses a fiscal sponsor, please submit the items listed below with your application.

13. **MEMORANDUM OF UNDERSTANDING**
    Contract between the council and the fiscal agent/fiscal sponsor.

14. **FINANCIAL ATTACHMENTS**
    Budget, Current Balance Sheet and Profit & Loss Statement, and Year-End Balance Sheet and Profit & Loss Statement.

15. **PROOF OF IRS FEDERAL TAX-EXEMPT STATUS**
    Letter of Determination for the fiscal agent/fiscal sponsor, dated within the last five years.

16. **BOARD OF DIRECTORS LIST**
    Information for the fiscal agent/fiscal sponsor.

BUELL FOUNDATION
EARLY CHILDHOOD COUNCILS – QUALITY INDICATORS MATRIX

Council Name: Gunnison-Hinsdale Early Childhood Council

Counties: Gunnison and Hinsdale Counties **Annual Operating Budget**: _____

Below you will find a variety of quality indicators that were identified through council legislation and other sources. In addition, each category has a space for you to mark your self-assessment of your work to date (aspiring, developing or proficient), provide a description of your efforts, and identify TA needs for that category. Please complete the below table to the best of your ability to share areas of strength and opportunities for improvement. **This tool was designed to facilitate conversation and will be used to help determine technical assistance needs and grant focus. It is not intended to be used as a grading matrix to determine whether a grant should be awarded.** Our hope is that we will be able to use this as a learning tool to work with our council partners to continuously improve quality and to inform our ongoing grantmaking. For many councils, some categories will be easier to answer across domains – in that case, merge cells to make it easier to answer. If you have any questions or feedback, please contact your Program Officer.

Operational/Internal			**TA Needs**
	Sustainability/Capacity of the Council May include the following: • Representation from all domains • Appropriate for scope of work • Diverse funding streams • Highly trained staff • Good staff retention • Solid business structure and acumen • Effective governance structure and policies • Adequate back office support or effective relationship with fiscal sponsor	☐ Aspiring ☒ Developing ☐ Proficient There are 6-8 all council meetings per year at various times and locations throughout Gunnison and Hinsdale Counties. At these meetings we have representation from the following stakeholders; parents, school districts, county departments, child care providers, health departments, mental health workers, county commissioners and faith based organizations. There is a leadership role within each of our four domains as well, with the leaders of the domains serving as the Executive Committee. In addition to our current 13 - 25 active members (13 currently with signed MOUs), we have 90 some people (parents and early childhood professionals) and organizations on our email listserv. The GHECC operates off of a variety of funding streams that includes Colorado Department of Human Services grants for Systems Building, Colorado Shines Quality Improvement funds and EQIT. We have had a Temple Hoyne Buell Foundation grant for several years, as well as a small grant from the Community Foundation of the Gunnison Valley for the first time this past year. We received some funding from DHHS TANF reserves this year, $4,000 for our coach and $26,000 for child care providers (however it is not certain that this would continue next year.	*Diverse funding streams*

	• Ability to create and provide reports (both financial and programmatic) as needed	Margaret Wacker has been the GHECC coordinator for the last 7 years, Corrine Jaeger the GHECC QI Coach and Navigator has been with the GHECC for the last 2 years, and Lana Athey GHECC Assistant Coordinator is coming up on her 4th year with the council. Gunnison County serves as the GHECC fiscal sponsor and the Board of County Commissioners (BOCC) for Gunnison County serves as the governing body for Gunnison County Department of Health and Human Services. At the council level, the GHECC has an executive board that consists of the leaders of each domain and the council staff. The executive board of the GHECC has in the past made critical decisions regarding funding and planning. Strengthening the engagement of this body is still a goal of the council staff. The GHECC uses majority votes to approve such things as the budget and budget changes, the work plan, and our strategic priorities. Gunnison County's finance department manages the various funding streams by which the GHECC is funded. Up to date financial reports can be easily and quickly accessed by the GHECC. Programmatic reports are not as easily attainable, but can be created on an as needed basis.			
	Quality Indicator	**Family Support & Parent Education**	**Health & Well-Being**	**Learning & Development**	**TA Needs**
System/External					
	Build and Support Partnerships May include the following: • Disseminate information • Facilitate connections and relationship building across domains • Partner with State and/or local government	☐ Aspiring ☐ Developing ☒ Proficient The GHECC enjoys a close relationship with state and local government. Being housed under Gunnison County's Department of Health and Human Services has allowed our council to develop a close relationship with various family serving agencies. This includes Women, Infant, and Children (WIC), the public assistance eligibility team, Family Advocacy and Support Team (FAST), Communities that Care (CTC), Nurturing Parenting Program (NPP), Love and Logic, and Colorado Child Care Assistance Program (CCCAP) in fact, two of our employees also work part-time as CCCAP specialists. These close relationships allow better dissemination of information across all programs and into the community.		☐ Aspiring ☐ Developing ☒ Proficient All of the Directors of the early learning centers in Gunnison County sit on the GHECC and attend meetings on a regular basis. Our Colorado Shines QI coach works regularly with these centers providing coaching and technical assistance. We have an early learning sub-committee that assisted in the development of our current strategic plan	

		The GHECC has also developed a close working relationship with Gunnison County's worksite wellness program. The relationship that GHECC has with worksite wellness has allowed for collaboration in the creation of a Breastfeeding Friendly Childcare training and the creation of breastfeeding friendly spaces in childcare centers and family serving facilities such as the Gunnison County libraries. The Gunnison County Public Health Director, WIC coordinator, and Worksite Wellness Coordinator all sit on the GHECC and attend meetings on a regular basis.	focusing on the early learning domain. We have recently developed an early childhood resource planning committee. The majority of the early learning center Directors have played an active role in planning for betters ways to recruit and retain the EC workforce as well as troubleshoot ways to make quality early childhood education more accessible and affordable. A goal outlined in the GHECC strategic plan.	
	Build Public Engagement May include the following: • Convene stakeholders • Build awareness about importance of early childhood • External communication	☐ Aspiring ☒ Developing ☐ Proficient The GHECC has a close relationship with the L&L and NPP parenting classes offered in the community and has regular conversations on ways to engage parents in these programs and other programming offered in the community. The GHECC has recently become engaged in the Communities that Care (CTC) process of substance abuse prevention. Among some of the strategies identified in the CTC process the CTC risk and protective factors workgroup has identified family friendly policies and awareness around the effects of toxic stress as a strategy that they feel they can use to better support families in our community. The GHECC is looking forward to supporting them in this effort. The GHECC has begun to focus on ways to support FSPE services and programs to better facilitate connections with families by	☐ Aspiring ☒ Developing ☐ Proficient As mentioned, the GHECC has recently created an early childhood resource planning committee focused on building resources to better support early childhood education in Gunnison and Hinsdale counties. The process has involved the convening of stakeholders in our counties including EC program Directors, CSU Extension, Gunnison RE1-J school board members, and a local	External communications TA

		having a stronger presence via parent events, FaceBook, schools, early education centers, doctor's offices, churches, print ads and parenting classes. Recently the GHECC hosted a parenting class coordination meeting where a group of stakeholder discussed the needs they saw for different parenting classes in the valley and ways to get more parents interested and enrolled in these classes.	champion. Our council plans to start work to get more stakeholders involved in this important conversation. We are looking to include large employers in our area including Gunnison Valley Health, Crested Butte Mountain Resort, Western State Colorado University, the City of Gunnison, and towns of Lake City, Crested Butte, and Mt. Crested Butte involved in the conversation. The goal of the resource development group is to heighten our community's awareness around the issues surrounding the early childhood landscape in our area and strategically plan ways to improve EC workforce recruitment and retain EC professionals. We also hope to develop a plan to make EC education more easily accessible and affordable for families in the area.	

	Program Support and Technical Assistance May include the following: • Quality Rating & Improvement (provide and facilitate) • School Readiness Assessment (training, facilitation, support)	☐ Aspiring ☒ Developing ☐ Proficient The GHECC plans to collaborate more with other family serving agencies to create parent education events around school readiness and the importance of high quality early childhood programs. The GHECC has a list of licensed childcare providers in the area that includes how to find high quality, including what to look for in a childcare program and links to the CO Early Learning and Developmental Guidelines. The GHECC also plans to work with the Gunnison REIJ school district in having Kindergarten Readiness information available to all families whose children will start begin Kindergarten. Our council is looking at the messaging given from all the early childhood learning centers to be consistent and informative to support parents in the transition from Pre-K to Kindergarten.	☐ Aspiring ☒ Developing ☐ Proficient The GHECC has begun to focus health and wellbeing work on the screening and referral process for young children. This has included collaboration hosting presentations from the Family Advocacy and Support Team (FAST), Early Intervention and most recently the Center for Mental Health's regional Early Childhood Specialist at council meetings in order to better inform early education providers of services available to families. The meetings and ongoing collaboration has brought forth the creation of a referral system that is connecting more families to available services and heightening the community's awareness of such services.	☐ Aspiring ☐ Developing ☒ Proficient The GHECC quality improvement coach has been instrumental in providing centers with the support they need in understanding and moving through the process of acquiring a quality rating. The QI coach's work supports providers by using evidence based observation tools such as Classroom Assessment Scoring System (CLASS), Early Childhood Environmental Rating Scale (ECERS), Infant Toddler Environmental Rating Scale (ITERS), and Teaching Pyramid Observation Tools (TPOT) in a practice based coaching model. The QI coach and navigator also provides support to director in setting quality improvement goals for their center. The council's QI coach and navigator focuses on developmentally appropriate planning and child assessment, coaching the center directors and staff on appropriate use and administration of Colorado	Quality Improvement information on family support, health domain.

				Early Learning and Developmental Guidelines.	
	Policy/Advocacy May include the following: • Build coalitions to influence policy • Seek waivers of state regulations to overcome identified barriers • Align work with common, approved priorities and expectations (e.g. Colorado Shines and the Early Learning and Development Guidelines)	☐ Aspiring ☒ Developing ☐ Proficient *As mentioned before, the GHECC has partnered with Gunnison County's Worksite Wellness program to promote breastfeeding friendly worksites and child care centers in Gunnison and Hinsdale Counties through the development of breastfeeding policies and a breastfeeding friendly childcare training. *The GHECC has assisted a local childcare center with acquiring a waiver to meet licensing requirements while the new director achieved her certification. The GHECC supported the new director through tuition assistance for classes that were required for director certification. *The QI coach and navigator promotes the Colorado Early Learning and Developmental Guidelines to parents whose children are attending a center that is going through the process of acquiring a level 3-5 quality rating. *Since Gunnison County is the GHECC's fiscal sponsor and in our role as Gunnison County employees we are unable to form groups to specifically address policy change. However we are able to provide education and heighten community awareness around issues facing early childhood education, assist in strategic planning around potential solutions, and research solutions. We expect this to be the role of the		☐ Aspiring ☒ Developing ☐ Proficient As mentioned above GHECC's QI coach and navigator has been tasked with supporting all licensed childcare centers in our area that are interested in engaging in the Colorado Shines initiative. Through Coaching, QI navigation, and ongoing supports our council's QI coach has assisted the majority of our large childcare centers in achieving a Colorado Shines rating. The QI coach and navigator promotes the Colorado Early Learning and Developmental Guidelines to parents whose children are attending a center that is going through the process of acquiring a level 3-5 quality rating as well as supplying providers with information on the guidelines.	Waivers

		previously mentioned early childhood resource planning committee. * The GHECC has recently written a letter of support and provided some assistance to the Technical College of the Rockies in the completion of a Workforce Innovation Grant that would focus on raising awareness around the issues facing the early childhood workforce as well as provide a needs assessment for 5 of the 6 counties involved in the process. Should the grant be awarded we anticipate the needs assessment and heightened awareness around the difficulties of recruiting and retaining an early childhood workforce to fuel a movement towards policy change.			
	Sustainability of the System May include the following: • Identify, acquire, leverage, maximize resources • Needs assessment • Eliminate duplication • Identify gaps • Incubate programs to address identified gaps	☐ Aspiring ☒ Developing ☐ Proficient The GHECC early childhood resource planning committee is focused on building resources to better support early childhood education in Gunnison and Hinsdale counties. Through engagement of key stakeholders, large employers, and other interested parties in the community we plan to identify needs in our community and being planning ways in which to acquire sustainable resources to support early childhood education and the overall health and wellbeing of children and families in our communities.			We are focused on increased funding for child care. Help with this would be great.
	Improve Availability and Access May include the following: • R&R • Parent Information Leading to Engagement • HB 1291 - ITQA • Facilitate Screenings	☐ Aspiring ☒ Developing ☐ Proficient The ECC staff have had limited and varying capacity over the years to do outreach to parents. We work closely with community agencies that do provide R & R, however much of this is done word of	☐ Aspiring ☒ Developing ☐ Proficient There may be issues of fear among immigrant families that is a barrier for access. We don't actually know why some families don't enroll in Medicaid/CHP or free and	☐ Aspiring ☒ Developing ☐ Proficient As mentioned above the EC Resource Planning committee is focused on building resources to improve availability and access to quality early childhood services.	We are focused on increased funding for child care. Help with this would be great.

		mouth in our community. We believe more of a presence in social media may help and we need staff time to be able to focus on this.	reduced lunch, but we would like to.		
	Generate Educational and Leadership Opportunities May include the following: • Professional development programs (e.g. college scholarships, EQIT, etc.) • Community learning opportunities (cross-domain) • Committee/project leadership opportunities • Coaching	☒ Aspiring ☐ Developing ☐ Proficient The GHECC is developing a plan to engage council members and/or interested community members in leadership opportunities as we strive to raise awareness on the importance of early childhood education and the early childhood landscape in our area. We also are looking at working closely with communities that care on raising awareness around toxic stress and the impact it can have on child development. Also looking at family friendly policies in the workplace and the creation of more breastfeeding friendly spaces. The GHECC believes that by engage more community members and educating on the importance of all of these issues will help move the needle.		☐ Aspiring ☐ Developing ☒ Proficient The GHECC continues to offer an EQIT course to interested individuals in the area. The GHECC plans to continue with this offering and is currently on the look out for another individual that is interested in becoming an EQIT instructor to co-facilitate with our other two certified EQIT instructors. The GHECC organizes an annual Fall Conference that allows for 6 hours of continuing education as well as the opportunity for attendees to earn a CEU through Western State Colorado University. The GHECC provides scholarships on a semi-annual basis to early childhood	

				educators to complete ECE courses and/or attend various trainings offered throughout the state. The GHECC provides quality improvement coaching and support to all licensed childcare centers in our area. As well as EQIT coaching to EQIT participants.	
	Share Accountability May include the following: • Data collection and analysis • Report on progress • Governance of programs/systems as appropriate (e.g. CPP, CCAP)	☐ Aspiring ☒ Developing ☐ Proficient We do not have a data collection agreement or consistent data collection methods for family support, but in the past we have collected data from all of the parenting programs. We do hold a parenting program meeting at least once per year to attempt to share accountability for parent support activities and child abuse prevention.	☐ Aspiring ☒ Developing ☐ Proficient We have attempted to collect well child check and screening data from our local primary care providers with limited success. We have also attempted to get Medicaid data on well child checks without success.	☐ Aspiring ☒ Developing ☐ Proficient The ECC serves at the Gunnison School District CPP committee, as well as the Interagency council for Early Intervention. However shared data is still in development.	Data sharing TA

Early Childhood Councils
Budget Template

Council Name: Gunnison Hinsdale Early Childhood Council

Note: Green lines indicate that all funds are passed to another beneficiary, such as a child care site, family, etc. Funds in these categories may not be moved to other lines when budget adjustments are needed.

	2017 Total Council Budget	2018 2019 Buell Request	Narrative - Description of each line (what is included, by whom, how often, etc.)
Part A: Infrastructure & Systems Building			
Internal Capacity of Council			
Sample line items (include appropriate items for your council):			
Salaries	$38,436.00	**$12,049.00**	THB request: 7 hours per week for Assistant Council Coordinator and 1 hours per week for Quality Improvement Navigator. This includes hourly pay and benefits.
Benefits	$14,548.00		
Utilities			
Refund of expenditures from State offices and Bright Futures	$844.00		
THB	$15,000.00		$3,037 on staff time, $5,000 scholarships, $1,500 for other operating costs such as travel for trainings, $500 for ECCLA fees, some of this is reserved into 2018
Computer costs	$1,700.00	**$2,000.00**	Estimated $3,000/year per laptop. Currently ECC has 1 laptop and will need another
Other Operating Costs	$3,418.00		Annual Conference costs, meeting meals, supplies
Strategic Partnerships			
Sample line items (include appropriate items for your council):			
Meeting costs			
Data sharing			
Mileage and other travel costs	$1,100.00		
INSERT ADDITIONAL LINES AS NEEDED			
		$500.00	ECCLA membership dues
Public Engagement			
Sample line items (include appropriate items for your council):			
Social media			
Newsletters			
Communications contractors			

Advertising			
INSERT ADDITIONAL LINES AS NEEDED			
Policy/Advocacy			
Sample line items (include appropriate items for your council):			
Community convening			
Travel costs			
Subscriptions			
E-communication			
Incentives		**$451.00**	Incentives for parents and other vulnerable populations for participation
INSERT ADDITIONAL LINES AS NEEDED			
TOTAL Infrastructure & Systems Building	**$75,046.00**	**$15,000.00**	

Note: Funds awarded by Buell are flexible for infrastructure & systems building; only significant changes to budget need to be approved.

	Total Council Budget	Buell Request	Narrative - Description of each line (what is included, by whom, how often, etc.)
Part B: Buell Focus Areas			
Workforce & Professional Development - Activities with a focus on improving the qualifications of early childhood professionals.			
Sample line items (include appropriate items for your council):			
Salaries/Personnel			
Benefits			
Contractors/Consultants			
Fees	1909		Conference fees
CDE Training Award	2000		Applied to scholarships
Community Foundation grant	2700		2017 Annual Conference - provides 6 training hours, Safe Sleep, Standard Precautions, part of a CEU
EQIT	8962		Putting on EQIT 1 or 2 times per year
		2000	2018 Annual Conference - provides 6 training hours, Safe Sleep, Standard Precautions, part of a CEU
Redistributed funds:			
College scholarships, textbooks and certifications		3,000	ECE and prelicensing Scholarships
TOTAL Workforce & Professional Development	**15571**	**5000**	
Quality Improvement - Activities that target licensed providers working to improve or maintian quality.	11308		CCCAP QI program - staff time and QI for one site
Sample line items (include appropriate items for your council):		2000	QI Admin
Salaries/Personnel	13540		RTT QI Staff time and QI expenses for half of the year
Benefits			
Contractors/Consultants			
Share of operational costs			
Supplies/Materials			
Mileage			
Marketing			
INSERT ADDITIONAL LINES AS NEEDED			
Redistributed funds:			
Materials/mini-grants to sites		4000	Home provider and other minigrants
TOTAL Quality Improvement	**24848**	**6000**	
Increased Access to Child Care - Activities related to increasing the number of child care slots in a catchment area or the ability of parents to access those slots.		4000	Staff for Home provider/ Spanish Outreach and Trainings
Sample line items (include appropriate items for your council):			
Salaries/Personnel			
Benefits			
Contractors/Consultants			
Share of operational costs			

Supplies/Materials			
Mileage			

Marketing			
INSERT ADDITIONAL LINES AS NEEDED			
Redistributed funds:			
Child care tuition assistance for families			
TOTAL Increased Access	**0**	**4000**	
TOTAL Buell Focus Areas	**$115,465.00**	**15000**	

Note: Funds awarded by Buell are flexible within each subcategory (e.g., Workforce, QI, etc.) with the exception of those funds noted in green, which cannot be moved when adjustments are needed. Only significant changes to budget need to be approved.

Redistributed funds are those dollars that flow directly out to community beneficiaries, such as child care centers or families.

	Total Council Budget	**Buell Request**	**Narrative - Description of each line (what is included, by whom, how often, etc.)**
Part C: Direct Services			
Sample line items (include appropriate items for your council):			
Salaries/Personnel			
Benefits			
Contractors/Consultants			
Supplies/Materials			
Mileage			
Marketing			
Include all lines specific to the program (e.g. Parents as Teachers)			
TOTAL Direct Services	**0**	**0**	

GRAND TOTAL FOR COUNCIL (sum of Parts A, B & C)	115465	30000	